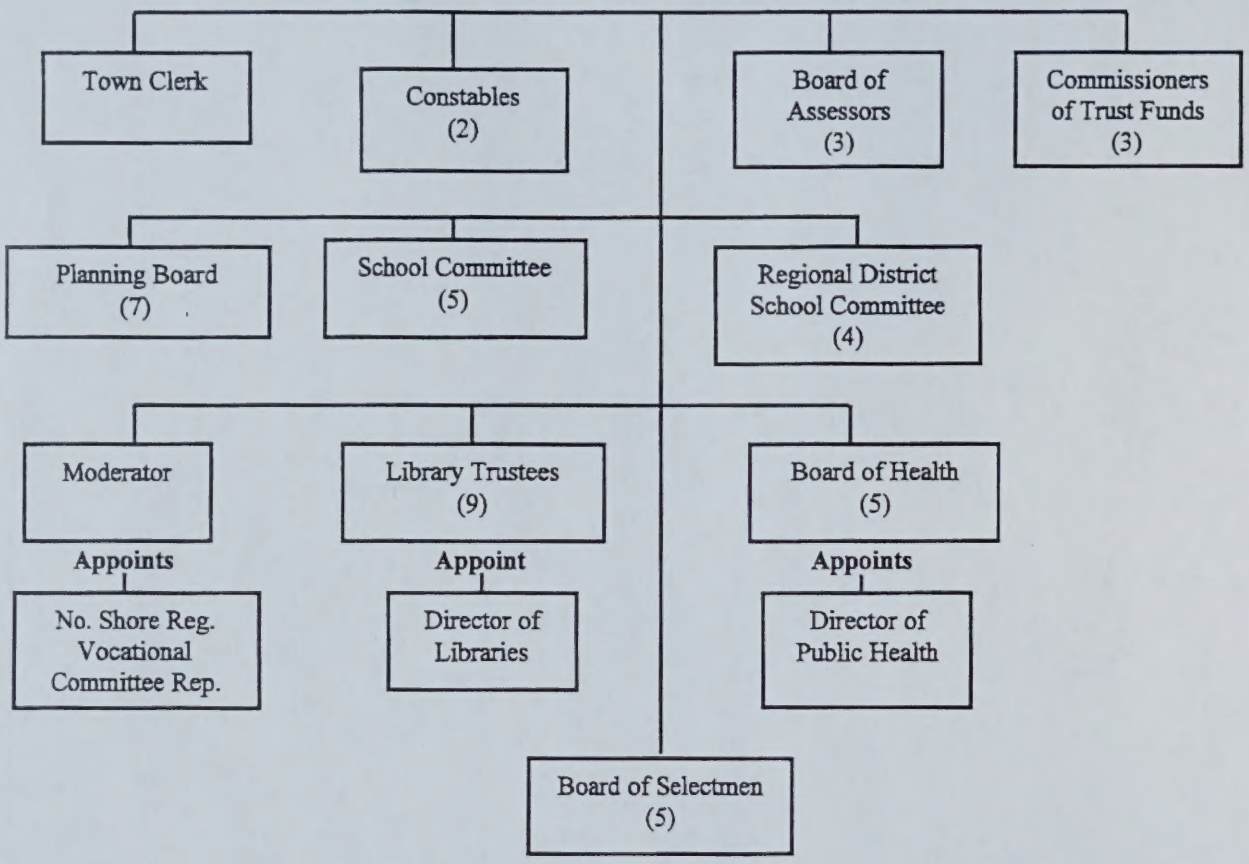
BOXFORD

ANNUAL TOWN REPORT

2015

Boxford, Massachusetts

BOXFORD OFFICIALS
VOTERS ELECT



APPOINTS

OFFICERS
Town Administrator
Animal Control Officer
Communications Director
Director of Municipal Finance/
Emergency Management Director
Town Accountant
Fire Chief
Election Officers
Forest Warden
Inspectors of Animals,
Buildings, Wiring,
Plumbing/Gas
Treasurer/Tax Collector
Parking Clerk
Police Chief
Supt. of Public Works
Sealer of Weights & Measures
Town Counsel
Veterans' Agent
Veterans' Graves Officer

COMMITTEES
Agricultural Commission
Community Preservation
Council on Aging
Board of Appeals
Cultural Arts Council
Cable TV Advisory
Capital Budgeting
Community Preservation Act
Computer Management
Conservation Commission
Fence Viewers
Finance Committee
Town Forest
Historic Districts Commission
Lakes, Ponds & Streams
Boxford Land
Personnel Board
Permanent Non-School Building
Recreation
Recycling
Registrar of Voters

AD HOC COMMITTEES
Border to Boston Trail
Haynes Land Advisory
Housing Partnership
Friends of the Ackerman
Playground Committee

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD
Boxford Athletic
Association
BTA/BOLT, Inc.
Historic Document Center
H.A.W.C. (Help for Abused
Women & Children)
Tri-Town Council on Youth
& Family Service
Boxford Cable Access
Television

IN MEMORIAM
2015



Donald C. Behrens
1927-2015

We dedicate this year's Annual Report to Mr. Donald C. Behrens, 87, Member of the Board of Selectmen from 1977 to 1983.

Don's volunteer efforts included: Boxford Recreation Committee for 3 years, Finance Committee for 8 years, and Capital Budgeting Committee for 2 years. In addition, Don was a respected umpire for Boxford Little League Baseball and a faithful member of the Congregational Church in Boxford since 1967. Don was also recently honored as one of Boxford's World War II veterans. Don's late wife Joan Behrens was also an active in local government serving for many years as an elected Assessor. There is a bench in front of Town Hall that celebrates Joan's and Don's contributions to the Town – placed there on the occasion of their 50th wedding anniversary.

The Behrens family generously shared sentiments from his eulogy which spoke to how much Don Behrens loved Boxford. The small town, the winding roads, the rock walls, Boxford's antique First Church, little league baseball games, Jack's Community Store -- where his girls would tie up their horses to the hitching post and run in to buy penny candy. He believed life couldn't get much better than his life here in Boxford. He is fondly remembered as a family man, loving grandfather, devoted husband and a gentleman of the old school.

His family was deeply touched when informed that all of the flags in Boxford were flown at half-staff in remembrance of Don Behrens' contribution to this town. Today, we express our gratitude and admiration for Don Behrens and his dedication to the Town of Boxford.

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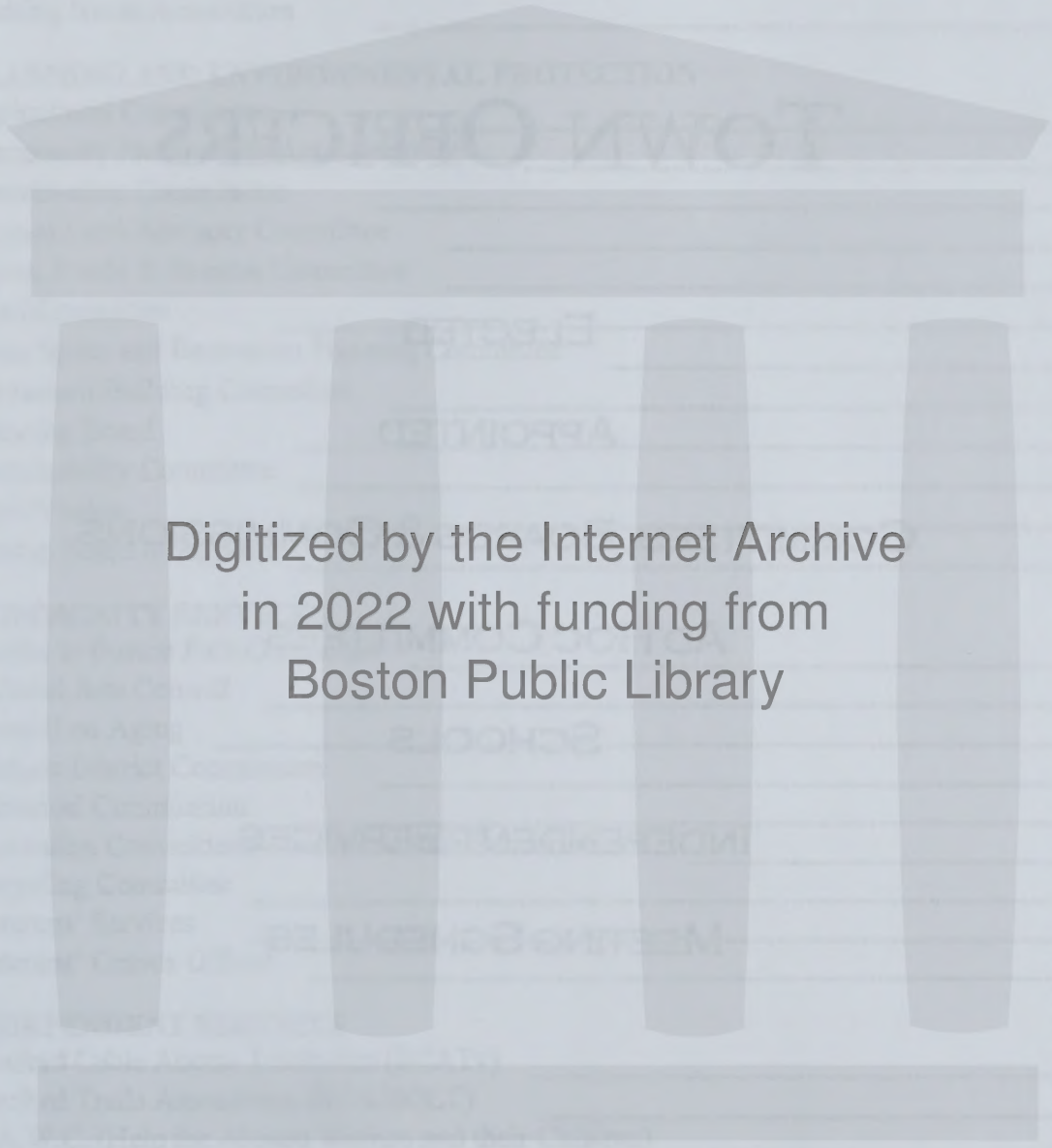
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Town Officers

Elected

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Town Officers

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Committees, Boards & Commissions

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Independent Services

Meeting Schedules

ELECTED TOWN OFFICIALS

MODERATOR	Gerald R. Johnston (2017)
BOARD OF SELECTMEN	*Charles E. Killam (2015)*
	Peter C. Perkins, Chair (2016)
	Charles J. Costello (2018)
	Mary Anne Nay, Clerk (2016)
	William R. Cargill, Jr. (2017)
	Alfred Vaz, Jr. (2018)
TOWN CLERK	Robin Phelan (2016)
BOARD OF ASSESSORS	*Judy Murray-Magill (Resigned)*
	David F. Benson, Chair (2016)
	Diane Headrick (2018)
	Vacancy (2017)
BOXFORD SCHOOL COMMITTEE	*Marc C. Mercier (2015)*
	Christine Bolzan (2016)
	Heather N. Vaz (2017)
	Carole Jane Hubbard (2018)
	David Rivers(2018)
	Yu Ching Buehler (2017)
MASCONOMET REGIONAL DISTRICT SCHOOL COMMITTEE	Daniel J. Volchok (2017)
	Paula Fitzsimmons (2018)
	Ben Messenger (2016)
	Carolyn Julia Miller (2017)
PLANNING BOARD	*Ellen Nestervich (2015)*
	Robert C. Gore, Chair (2020)
	Angela Steadman (2016)
	Jeff Kruck(2019)
	Holly Langer (2017)
	Christian T. Wise (2020)
	J. Steve Merriam, Jr. (2016)
	Patrick G. Canonica (2017)

BOARD OF HEALTH	*Malcolm Kinnaird (2015)*
	Louise Kress, Chair (2016)
	Richard Taylor (2017)
	Dr. Hans C. Jeppesen, Vice Chair (2018)
	Rick Fahrner (2018)
	Heather L. Forand (2017)
TRUSTEES OF THE BOXFORD PUBLIC LIBRARIES	Jullian Troake, Chair (2016)
	Heidi Ellard, Vice Chair (2017)
	Jane M. Moody (2018)
	Carole Davis (2018)
	George A. Fischer (2016)
	Stephen Harvey (2018)
	Lauren Laplante Rottman (2017)
CONSTABLES	Mark J. Balding (Resigned)
- *EAST PARISH*	Vacancy (2017)
- *WEST PARISH*	David Smallman (2017)
COMMISSIONERS OF TRUST FUNDS	Anthony C. DiNanno, Chair (2016)
	Judith A. Stickney (2018)
	Kathy Zolla (2017)

APPOINTED TOWN OFFICERS

TOWN COUNSEL	Kopelman and Paige, P.C.
TOWN ADMINISTRATOR	Alan J. Benson
DIRECTOR OF MUNICIPAL FINANCE/ TOWN ACCOUNTANT	Kathleen J. Benevento
SUPERINTENDENT, DEPARTMENT OF PUBLIC WORKS	John C. Dold
POLICE CHIEF	Michael J. Murphy (Retired) James B. Riter
FIRE CHIEF	Kerry C. Stickney (Retired) Brian D. Geiger
INSPECTOR OF BUILDINGS	Robert Aldenberg
DIRECTOR OF COMMUNICATIONS	Warren E. Gould
DIRECTOR OF PUBLIC HEALTH	Kendell Longo
DIRECTOR BOXFORD EMERGENCY MANAGEMENT	Robert D. Hazelwood
DIRECTOR OF PUBLIC LIBRARIES	Kevin Bourque
PROCUREMENT OFFICER	Alan J. Benson
TREASURER/TAX COLLECTOR	Ellen S. Guerin
VETERANS' AGENT	Edward Vincent Mitchell (Retired) Gerard Maguire (District Director)
VETERANS' GRAVE OFFICER	Javier G. Morales
FOREST WARDEN	Brian D. Geiger
ANIMAL CONTROL OFFICER	Helen L. Phillips
ALTERNATE ANIMAL CONTROL OFFICER	Reed Wilson

COMMITTEES, BOARDS AND COMMISSIONS

COUNCIL ON AGING	Richard F. Taylor, Chair (2019) F. Richard Shaw (2018) Judith Andersen (2018) Joan Tarleton (2016) Elizabeth Murphy (2016) Stephen A. Harvey (2019) Suzanne Cox (2017)
AGRICULTURAL COMMISSION	Randolph Johnson, Chair (2017) Laura Sapienza-Grabski, Vice-Chair (2018) Chuck Kornely (2017) Dr. Changnong Lui (2016) Louis Athanas (2016)
BOARD OF APPEALS	Paula Fitzsimmons, Chair (2017) Barbara Jessel (2016) David Peterson (2018)
BOARD OF APPEALS *(Alternates)*	Vacancy (2018) Vacancy (2017) Vacancy (2016)
COMMUNITY PRESERVATION COMMITTEE	*Barbara Shade (Resigned)* Peter Delaney, Chair (2016) J. Steven Merriam, Jr. (2016) Natasha Grigg (2016) Virginia Havey (2016) Barbara G. Jessel (2016) F. Richard Shaw (2016) Gerard A. Papin (2016)
COMPUTER MANAGEMENT	David Manzi (2018) Jason Earl Taylor (2018) David S. Morton (2017) 2 Vacancies (2017)(2016)
CONSERVATION COMMISSION	Peter Delaney (2017) Alan S. Fowler (2016) Lana Spillman (2018) Francis A. DiLuna (2017) Mark P. Mitsch (2016) Natalie Grigg (2016) Paris Beckett (2018)

AMERICAN DISABILITIES ACT COORDINATOR	Mary Anne Nay
PARKING CLERK	Ellen S. Guerin
SEALER OF WEIGHTS & MEASURES	Robert H. Cronin
ESSEX NORTH SHORE REGIONAL AGRICULTURAL & TECHNICAL SCHOOL DISTRICT REPRESENTATIVE	Michelle Amato
DIRECTOR OF ASSESSMENT	Kristin Hanlon
ASSISTANT TREASURER	Kelley Coye
DEPUTY TAX COLLECTOR	Kelley & Ryan Associates, Inc. 7 Rosenfeld Drive Hopedale, MA 01747

BOXFORD CULTURAL COUNCIL (ARTS COUNCIL)

Diane Annunziato, Co-chair (2017)
Susan Arsenault (2018)
Sarah Arrigo (2018)
Anna Barbieri (2018)
Denise Galligan (2016)
Judy Miller Bailey (2017)
Vacancy (2016)

ELECTION OFFICERS

Judith Andersen
Lois E. Bell
Mary E. Bolen
Ruthann Budrewicz
Thomas P. Budrewicz
Karen Collari-Troake
Harry Crockett
Michelle Delfino
Donna Jacoby
Patricia Gleason
Judith Gore
Leona Gormley
Natalie Grigg
Anne V. Gyles
Bernice Kehoe
Virginia Keilty
Ann Knight
Stephen Knowles
Mary (Holly) Langer
Charlene Mead
Cynthia Middleton
Nancy Merrill (2015)
Robyn Muetterties
Beverly Perkins
Sandra C. Pinkham
Linda Shea
Janet Silva
Jayne E. Smallman
Judith A. Stickney
Jayne Theodore
Meredith Zafonte
Steven Zafonte
Joseph Zaryski

FENCE VIEWERS

Board of Selectmen

FINANCE COMMITTEE:	*Geoffrey E. Buswick, (Resigned)* *Kayla R. Aikins (Resigned)* *Bill Shickolovich (Resigned)*
	Peter Bernardin (2017) Michael E. White (2016) Susan G. Fowler (2016) Christopher Wakeman (2016) Joyce Ricklefs (2018) Jeffrey A. Yespy (2017) Vacancy (2018)
TOWN FOREST COMMITTEE:	Thomas Thomassen (2018) David Smallman (2017) Brian Shea (2016)
HISTORIC DISTRICT COMMISSION	Gwendolen Perkins, Chair (2017) Virginia Havey (2017) Andrew Gori (2016) Matthew Juros (2016) R. Lisa DiLuna, M.Ed.J.D. (2018)
HISTORIC DISTRICT COMMISSION ***(Alternates)***	Nancy N. Merrill (2016) Vacancy (2017) Vacancy (2018)
INSPECTORS:	
ANIMALS	Allison A. Hayes (2016)
(Alternate)	Nancy E. Drago (2016)
BUILDING	Robert Aldenberg (2016)
Building (Alternate):	David Harris (2016)
DIRECTOR OF HEALTH	Kendell Longo (2016)
GAS/PLUMBING	Stephen Galinsky (2016)
Gas/Plumbing (Alternate)	Ray Abbott (2015)
ELECTRICAL	Douglas Small (2016)
Electrical (Alternate)	Allan Puduchowski (2016)
LAKES, PONDS & STREAMS COMMITTEE	Brooks Tingle (2017) Peter Morbeck (2016) Gregory Murrer (2016) Karen Melanson (2017) Timothy M. Smith (2016)

	Mark P. Mitsch (Conservation Rep.)
	Vacancy (2017)
	Vacancy (2017)
LAND COMMITTEE	Peter Delaney, Chair (2018)
	Peter Bernardin (2016)
	Robert C. Gore (2016)
	Natasha Grigg (2016)
	Stuart Saginor (2017)
MASCONOMET REGIONAL SCHOLARSHIP COMMITTEE	Martha Maysek (Resigned)
	Diane E. Gori (2016)
	Andrew Gori (2016)
	3 Vacancies (2016)
PERMANENT NON-SCHOOL BUILDING COMMITTEE	*Frank Quackenbush (Resigned)*
	Margaret Chow-Menzer, Chair (2016)
	Robert Hazelwood (2016)
	Garth Tolman (2016)
	Miika Ebbrell (2016)
	Scott Novack (2016)
PERMANENT BUILDING COMMITTEE PLANNING BOARD LIAISON	Jeff Kruck (2016)
PERMANENT BUILDING COMMITTEE SENIOR CENTER MEMBERS	F. Richard Shaw (2015)
	Judith Andersen (2015)
PERMANENT BUILDING COMMITTEE LIBRARY MEMBERS	*Pauline Jenkins (Resigned)*
	George Fischer (2015)
PERMANENT BUILDING COMMITTEE HAYNES LAND COMMITTEE LIASONS	Joseph Callahan (2016)
	William Brown (2016)
PERSONNEL BOARD	Timothy Feeney (2018)
	Stephanie Moody (2016)
	Robert Fanning (2017)

POLICE DEPARTMENT

Chief of Police	Michael J. Murphy (RETIRED)
	James B. Riter
Lieutenant	Robert D. Hazelwood (2015)
Full Time Patrolmen	Louann M. Bonney Robert E. Corliss Kara Fitzpatrick John D. Iannazzo Thomas J. Nentwig Brian Williams Matthew Dupont David Barker Brian Neeley (2014) Kurtis Anderson (2016)
Reserve Police Officers	Attillio Paglia (2016) Peter Cheverie (2016) Tyler Dechene (2016) Michelle Nowak (2016) Brian Hertel (2016) Brooke Dechene (2016) Michael Ferraro (2016) Eric Renda, Jr. (2016) Jamie Johnson (2016)
RECREATION COMMITTEE	Jim Gikas, Chair (2018) John A. Rowen (2017) Christina Eckert (2018) Paije Andrews (2016) Heather Reid (2016) Vacancy (2017) Vacancy (2018)
RECYCLING COMMITTEE	Karen Sheridan, Chair (2016) Nancy C. Woolford (2018) Linda H. Shea (2018) Patty Hojnowski-Diaz (2017) Georgia Cameron (2017)

REGISTRAR OF VOTERS	Robin Phelan, Town Clerk (2016) Anne C. Mannheim (2018) Karen L. Sheridan (2017) Bradley A. Sweet (2016)
ASSISTANT REGISTRAR	*Kimberly Clemson (2015) (Resigned)*
WEIGHER OF COMMODITIES	Officer Thomas J. Nentwig (2016) Officer Brian Williams (2016) Officer Robert Corliss (2016)

AD HOC COMMITTEES

BORDER TO BOSTON TRAIL COMMITTEE	Steve Davis (2016) Carole Davis (2016) Nancy Merrill (2016) Anthony Brogna (2016) Peter Perkins (2016) Mark Phelan (2016) Vacancy (2016)
CABLE TELEVISION ADVISORY COMMITTEE	Bradley Sweet (2016) Richard Rivers (2016) James Barnes (2016) Matt Ellis (2016) Vacancy (2016)
FRIENDS OF THE ACKERMAN PLAYGROUND COMMITTEE	Kimberly Alberta (2016) Kelly Blanchette (2016) Briana Erickson (2018) Vacancy (2017) Vacancy (2017)
HAYNES LAND ADVISORY COMMITTEE	Peter Delaney (2015) William Brown, Chair (2016) Howie Emmons (2016) Joseph Callahan (2016) Martin Jessel (2016) John Schwartz (2016) Vacancy (2016) Vacancy (2016)
HOUSING PARTNERSHIP COMMITTEE	Joseph C. Hill, Chair (2016) Peter Delaney (2016) Vacancy (2016)
OPEN SPACE AND RECREATION COMMITTEE:	Natasha Grigg (2015) Dennis W. Pyburn Jr.(2015) Jon Schwartz (2015)

TOWN OF BOXFORD SCHOOLS

TRI-TOWN SCHOOL UNION – 978-887-0771 (FAX: 978-887-8042)
Superintendent's Office
28 Middleton Road, Boxford, MA 01921
Dr. Bernard Creeden, Superintendent
Antoinette Valcourt, Administrative Assistant
Steven Greenberg, Director of Finance & Human Resources
Stephen Clifford, Director of Facilities

SPOFFORD POND ELEMENTARY SCHOOL – 978-352-8616 (Fax: 352-7855)
31 Spofford Road, Boxford, MA 01921
Dr. Kathryn Castonguay, Principal
Karen Hussey, Secretary
Valerie Cinserulli, Secretary

HARRY LEE COLE ELEMENTARY SCHOOL – 978-887-2856 (Fax: 887-0703)
26 Middleton Road, Boxford, MA 01921
Mr. Brian Middleton-Cox, Principal
Mary Dodge, Secretary
Josephine Lee, Secretary

MASCONOMET REGIONAL DISTRICT HIGH SCHOOL – 978-887-2323
20 Endicott Road, Boxford, MA 01921
Dr. Kevin M. Lyons, Superintendent (X 6110) (Fax: 887-3573)
Laurie Hodgdon, High School Principal (X 6107) (Fax: 887-7243)
Peter Delani, Assistant High School Principal (X 6269)
Katherine DiNardo, Assistant High School Principal (X 6349)
Susan Givens, Chief Financial Officer (X 6112)
Patricia Bullard, Director of PPS (x6114)
Olga Langlois, Administrative Assistant (X 6111) (Fax: 887-3573)
Dorothy Flaherty Ed.D., Middle School Principal (X 6122)
Gavin Monagle, Assistant Middle School Principal (X6119)

ESSEX NORTH SHORE AGRICULTURAL & TECHNICAL SCHOOL DISTRICT
978-304-4700
William H. Lupini, Ed.D, Superintendent-Director
Brad Morgan, Principal
565 Maple Street, Hathorne, MA 01937
Michelle Amato- Tilton, Boxford Representative

INDEPENDENT SERVICES FOR THE TOWN OF BOXFORD

BOXFORD CABLE ACCESS TELEVISION
1 Camelot Drive
Boxford, MA 01921
www.boxfordcabletv.com

Rick Rivers
President

BTA/BOLT, Inc.
Boxford Trails Association-
Boxford Open Land Trust, Inc.
7 Elm Street, 2nd Floor
P.O. Box 95
Boxford, MA 01921

Natasha Grigg
President
(978) 887-7031

H.A.W.C.
Help For Abused Women and their Children
27 Congress Street
Salem, MA 01970

Anthony DiPietro
Executive Director
(978) 744-8552

HISTORIC DOCUMENT CENTER
173A Washington Street – P.O. Box 122
West Boxford, MA 01885
Hours: Wednesday 9AM - 4PM
Saturday 10AM - 3PM

Martha Clark
Archivist
(978) 352-2733

TRI-TOWN COUNCIL ON YOUTH AND FAMILY SERVICES, INC.
P.O. Box 219
5 Main Street
Topsfield, MA 01983

Lisa Teichner
Executive Director
(978) 887-6512

MEETING SCHEDULE
TOWN BOARDS/COMMITTEES

Board of Selectmen – Meets every Monday at 7:00 pm in Meeting Room #1 in the Town Hall at 7A Spofford Road. (Summer Schedule varies)

Finance Committee – Meets in the Town Hall, 7A Spofford Road during budget season. (Check Town Website and bulletin board in Town Hall for postings)

Conservation Commission – Meets every first and third Thursday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Board of Health – Meets bi-monthly in the Town Hall. (Check Town Website and bulletin board in Town Hall for postings)

Planning Board – Meets every third Wednesday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Zoning Board of Appeals – Meets the fourth Thursday of the month at 7:30 pm in Meeting Room #1 in the Town Hall.

Board of Assessors – Meets monthly in the Town Hall. (Check Town Website and bulletin board in Town Hall for postings)

All other Boards and Committee meetings will be posted on the Town Hall Bulletin Board by the Town Clerk's Office. Call the Town Clerk's Office on 978-887-6000 ext. 501 if you wish to post a committee/board meeting.

(Additional meetings and/or changes are posted
on the Town Hall Bulletin Board.)

General Government

Board of Selectmen

Town Counsel Report

Personnel Board

BOARD OF SELECTMEN

2015 was a testament to successful implementation of well-planned initiatives. We are pleased to report on many of those initiatives that came to completion this year. As a volunteer board, the Board of Selectmen continues to strive to implement the will of the residents of Boxford. As we provide this summary of the efforts and results of past year, we want to thank all of our volunteers and staff that help make these decisions come to life.

Boxford Common Project (Haynes Land)

After seven years of planning the town brought forward to the highest attended Town Meeting in our recent history a proposal for recreational fields and conservation lands. In partnership with private donations and the Community Preservation Committee, Boxford Common was approved by vote of 661 yes to 290 no.

This multi-phase project will construct two full size multi-use playing fields with parking and stormwater controls. Boxford Common will also include playground equipment, a paved walkway and acres of undisturbed conservation land with trails for passive recreation. In addition, as a part of the project, a turtle nesting area was constructed to encourage growth of the endangered Blanding Turtle population.

Boxford Common is a phased project and will take a year and a half to complete. A premier recreational field construction company, R.A.D. Sports, was chosen to build these two fields – one grass and one synthetic turf. The first phase of the project was the creation of a turtle habitat nesting area. In partnership with the Massachusetts Executive Office of Energy and Environmental Affairs and under the watchful eye of a wildlife biologist, this phase was constructed and approved. The first field is now under construction.

The Board of Selectmen appreciates the many years of work by volunteer committee members and the Boxford Athletic Association to shepherd this project though long multiple regulatory approvals and designs. When complete Boxford Common will be a rich addition to the fabric and life of the Town of Boxford.

Personnel & Benefits

We begin our reflection on 2015 noting that similar to all Massachusetts' municipalities, Boxford continued a long-term funding plan for its Other Post Employment Benefits (OPEB) liability. In 2015, the Town established an ongoing appropriation in the operating budget to fund OPEB liability.

Police Chief Michael Murphy announced his intention to retire from the Town of Boxford in 2015. The Board enjoyed his tenure for four years before transitioning to a new Chief promoted from within the department. The Board of Selectmen continues its work with the Personnel Board in its professional approach to attracting and retaining high quality employees in the Town of Boxford.

Capital Improvements

Other activities during the year included the adoption of Town Meeting warrant articles to fund capital purchases for multiple town departments. The Police Department received funding for a new phone system and a police cruiser.

Town Hall's approved capital funding included a new phone system, replacement of voting machines, and upgraded lighting.

The DPW received funding for a replacement pick-up truck and dump truck, and replacement flooring for Lincoln Hall.

The Community Center received approval for a new entrance ramp and door along with repavement of the parking lot.

The Fire Department secured funding for technology components and 1300' of a new 5" large diameter hose.

The town continues to develop its multi-year plan for culvert repair and maintenance; along with its planning for renovation of Route 133.

Future Facilities Planning

The unexpected need to relocate the Town Library away from 10 Elm Street in 2014 developed into a positive union of Library and Town Hall. The staff and patrons helped make the transition successful and all would agree there are many benefits to having the library in Town Hall.

The consideration of options for the library brought light many more questions than answers and the result of the discussions was a renewed focus on a town-wide facilities plan. A Planning Board subcommittee was formed to work with a consultant and utilize planning tools to evaluate options toward a comprehensive non-school facilities plan that could address the town's needs now and into the future.

Other Construction Projects

The Town secured funding at town meeting for engineering services for both the Kelsey Road culvert replacement and the Middleton Road culvert replacement. In addition, the superior volunteer expertise of the Sustainability Committee allowed the Board of Selectmen to contract to construct the Town's solar array in 2014. This project was anticipated to result in implementation of a municipal solar credit program which should have been completed in 2015. However, due to the net metering cap, the town was forced to wait for the legislature to lift the cap, so that Boxford could capitalize on anticipated energy savings. Senate Minority Leader Bruce Tarr was instrumental in ensuring the Boxford's voice was heard and the resulting legislative action will hopefully pave the way for completion of the project in 2016.

Other Noteworthy Events

Boxford's Board of Selectmen announced in September of 2015 that the Town was rated AAA by Standard and Poor's for a multi-purpose 10-year, $1.2 million bond issue. Financial markets responded favorably with three competitive financing bids below 2.0%! In its assessment of Boxford's creditworthiness, Standard and Poor's awarded Boxford its highest rating, emphasizing Boxford's, "very strong economy", "strong management" "very strong budgetary flexibility", "very strong liquidity", "very strong [low] debt service", and "strong institutional framework."

This rating was due in part to long standing conservative budgetary policies, maintenance of large financial reserves, and excellent work by our financial personnel. Clear, accurate financial planning, administrative focus on shrinking and funding our pension and OPEB liabilities, and a culture of conservative spending were all contributing factors.

Over the years, the Board of Selectmen and Finance Committee have been highly supportive of proposed initiatives to implement and maintain tight internal spending controls and in supporting sufficient, qualified, and appropriately compensated administrative and financial personnel. We are all proud of the triple-A rating, and the collaborative, mutually respectful relationship we have between the volunteer town leaders and the professional staff.

Open Space and Recreation

2015 was a year Boxford's recommitment to its natural resources as it was time for the update to its Open Space and Recreation Plan. The Boxford Open Space and Recreation Plan Report is a community-wide inventory of land parcels and residents' perspectives on the acquisition, maintenance and utilization of Boxford's open space areas. The format of this report follows the model plan report as outlined in the 2008 guidelines entitled Open Space and Recreation Plan Requirements developed by the Executive Office of Energy and Environmental Affairs, Division of Conservation Services.

This report was compiled by the Boxford Open Space and Recreation Plan Committee (OSRPC), a group of residents appointed by the Board of Selectmen in January 2014; with the assistance of the Town's ADA Coordinator Mary Anne Nay. Ideally, this report should be updated at least at five-year intervals in order to be available for immediate consideration of the Commonwealth's allocation of Land Acquisition for Natural Diversity (LAND), Parkland Acquisitions and Renovations for Communities (PARC) and other state administered grants and for on-going consideration of local planning support.

The protection of water resources, rural character and wildlife habitat and the provision of adequate open space for active and passive recreation are considered priorities for Boxford. Thus, steps to facilitate the protection of the town's natural resources and to develop additional open space for recreation through the preservation, development and management of key parcels of land are a focus of the town's future endeavors.

Technology

We continued our commitment to increase the transparency in all forms of public administration of the Town of Boxford, and to strive to expand our use of technology to better inform the public. The Solar Array will again be the focus of our transparency effort to keep the public in-the-know about all that relates to the project. Please visit the site at http://www.town.boxford.ma.us/Pages/solar/ to be better informed of the Town's progress.

In the May election, the Board said goodbye to longtime Selectman Charles Killam and welcomed Alfred Vaz, Jr. to the Board of Selectmen. We would like to thank Charles Killam for his many years of service to the town. Charlie has served multiple roles over many years but, he relished his return to the Board of Selectmen after a 30 year absence and was a passionate advocate on many issues town-wide.

We look forward to the future - confident that Boxford maintains its position as one of the finest communities in the state to live and raise a family.

Peter C. Perkins, Chair
Charles J. Costello, Clerk
Mary Anne Nay
William R. Cargill, Jr
Alfred Vaz, Jr.

2015 ANNUAL REPORT OF TOWN COUNSEL

1. **Varsity Wireless, LLC v. Town of Boxford**
 Varsity Wireless is challenging a denial of a variance and special permit to construct a monopine telecommunications facility at 12 Mortimer Road, under the Federal Telecommunications Act. The Town is represented by special counsel in this matter.

2. **Nissenbaum v. Town of Boxford (II)**
 Essex Superior Court, C.A. No. 08-541-B
 In this matter involving a challenge to an agricultural use, the Appeals Court affirmed the Superior Court dismissal of the plaintiff's complaint for contempt. The Appeals Court concluded that the action had been frivolous and directed the Town to submit a motion to recover attorney's fees incurred in defending the appeal as well as twice its costs, i.e., for printing the appellate brief. The Appeals Court denied the plaintiff's request for reconsideration, and the Supreme Judicial Court denied further appellate review.

3. **Silverman v. Boxford Planning Board**
 Land Court, Misc. No. 294134
 Inactive for 10 years.

Personnel Board
2015 ANNUAL REPORT

The Personnel Board (the "Board") remains committed to ensuring accountability of town employees and their supervisor(s) to provide timely and constructive job performance feedback while also developing meaningful annual performance objectives is essential for personnel development. The Board remains pleased with town employee's receptiveness and responsiveness to the annual review and evaluation process.

The Board's "open door" policy continues to provide town employees the opportunity to discuss matters impacting their performance, compensation and/or ability to perform their duties and responsibilities for the town of Boxford. It also provides a mechanism for town employees to submit, present and and/or formulate changes in existing policies and procedures.

FY2015 highlights included:

- ✓ Approved change to Ms. Inman's job classification from Administrative Assistant to the Town Administrator to Assistant Town Administrator coupled with an increase in current salary effective FY 2016. The Board also proposed a $2,000/year tuition reimbursement stipend effective in FY 2016.
- ✓ Met with various town employees to provide feedback on the annual review/objective process developed, adopted and implemented by the town several years ago. Summary discussion/takeaway points:
 - Process and forms are too "corporate" for a small town such as Boxford.
 - Employees lack adequate/appropriate training on preparing/developing such reviews.
 - Employees do not have an on-site personnel department to provide support.
 - Too many objectives (5) currently required every year.
- ✓ Reviewed results of a SurveyMonkey sent to town employees and town board members regarding the annual performance review process. The survey provided positive feedback and areas of development including, but not limited to, the following:
 - Fewer more meaningful objectives.
 - Need to be more "in tune" with town employees' day-to-day responsibilities (i.e. for better informed reviews).
 - Implementation of a mid-year review.
 - Refresher training for both employee and evaluator.

 Based on feedback the Board refined the broad-based evaluation objectives re-emphasizing the value of self-evaluations prepared by employees and clearly defining certain characteristics such as leadership and strong communicator.
- ✓ Proposed modification to the town's existing sick leave policy to "include the ability of a town employee to use up to five (5) sick leave days towards parental leave."

The Board anticipates a detailed review of the town's call firefighter's compensation during early 2016.

Respectfully submitted,
Personnel Board:
Timothy Feeney (Chair)
Stephanie Moody

Town Clerk

Annual Town Meeting May 12, 2015

Town Election, May 19, 2015

Special town meeting, October 27, 2015

2015 Statistic Report

TOWN OF BOXFORD
ANNUAL TOWN MEETING
MAY 12, 2015, MINUTES

A quorum being present, Boxford Annual Town Meeting was called to order by Town Moderator Gerald R. Johnston at 7:12pm on Tuesday, May 12, 2015 in the Masconomet Auditorium with 250 voters in attendance.

The Town Moderator invited the Board of Selectmen to come forward. Chair Mary Anne Nay declared May 12, 2015 Kerry C. Stickney day in honor of retiring Fire Chief Stickney's years of service to the Town of Boxford.

It was moved by Mary Anne Nay, and duly seconded, that the Moderator NOT be required to read articles or motions of the warrant verbatim and further that he be authorized to summarize articles and motions as he deems appropriate. This motion passed by unanimous voice vote.

The articles were disposed of as follows:

ARTICLE 1. To receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed; or take any other action thereon.

Sponsored and Supported by the Board of Selectmen

It was moved by Mary Anne Nay, and duly seconded, to receive and place on file the reports of the Town Officers and Committees without ratification of any action taken or authorization of any action proposed. This motion passed by unanimous voice vote.

ARTICLE 2. To see if the Town will authorize the establishment of the following **revolving accounts** as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year:

1) **Recycling Revolving Account** under the direction of the Board of Health and used for the deposit of receipts and fees collected on recyclable materials; said recyclable materials to be determined by a joint vote of the Board of Health and Recycling Committee and to be in compliance with all state health regulations; and, further, to allow the Board of Health, or the Recycling Committee, with the approval of the Board of Health, to expend funds not to exceed **$35,000** for Fiscal Year 2016 from said account for the operation and maintenance of the Town Recycling Center;

2) **Printing Revolving Account** under the direction of the Board of Selectmen and used for the deposit of receipts and fees collected on the sale of printed official documents as required by law by several of the elected and appointed committees, commissions, and boards as well as legal advertisements which are reimbursed to the Town; and further to allow the Board of Selectmen to expend funds not to exceed **$5,000** for Fiscal Year 2016 from said account for the costs to the Town for printing supplies, equipment and reimbursable advertising;

3) **Library Photocopy Machine Revolving Account** under the direction of the Board of Library Trustees and used for the deposit of receipts collected through public use of the

photocopy machines at the Boxford library; and further to allow the Board of Library Trustees to expend fees not to exceed **$5,000** for Fiscal Year 2016 from said account for ongoing supplies and maintenance of the copy machines, and purchase of other library supplies;

4) **Conservation Revolving Fund** under the direction of the Conservation Commission and used for the deposit of receipts collected through fees, including fees collected from applications related to the Town of Boxford Wetlands Protection Bylaw, by direction of the Conservation Commission and further to allow the Conservation Commission, with the written approval of the Selectmen, to expend fees not to exceed **$20,000** for Fiscal Year 2016 from said account for management of land under Conservation Commission control, and for other Conservation Commission expenses approved by a majority of the Commission;

It was moved by Mary Anne Nay, and duly seconded, to authorize the establishment of the **revolving accounts as listed in Article #2 of this warrant,** as authorized by Chapter 44, § 53E½ of the Massachusetts General Laws, contingent upon an annual report to the Town on the total receipts and expenditures of each account for each Fiscal Year. This motion passed by unanimous voice vote.

ARTICLE 3. To see if the Town will vote to adopt the **Classification Plan and Compensation Plan** for FY 2016, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on pages 11 through 13 of this warrant; or take any other action thereon.

Sponsored and Supported by the Personnel Board
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Personnel Board Chair Tim Feeney, and duly seconded, to adopt the **Classification Plan and Compensation Plan** for FY 2016, as submitted by the Personnel Board under Chapter 23 of the Town Code; said Classification Plan and Compensation Plan as printed on pages 11 through 13 of this warrant. This motion passed by unanimous voice vote.

ARTICLE 4. To **act on the proposed budget** and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for Fiscal Year 2016, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department; or take any other action thereon.

Sponsored and Supported by the Finance Committee
Estimate: **$30,533,687.**
The proposed budget is printed on pages 14 and 15 of this warrant.

Board of Selectmen recommends adoption of this article

It was moved by Michael White, Vice Chair of the Finance Committee, **to raise and appropriate $30,502,747, and transfer $5,940 from "Receipts Reserved for Appropriation-Septic Loan Program", and transfer $25,000 from "Overlay Released by the Assessors", for a total appropriation of $30,533,687,** for the use of several departments for Fiscal Year 2016, to wit: General Government, Financial Administration, Public Safety, Education, Public Works, Health & Human Services, Culture & Recreation, Employee Benefits, Debt Service, and all other necessary proper expenses during said fiscal year; and authorize expenditure of these funds under the direction of the appropriate listed department.

Michelle Amato pointed out that North Shore Voke under Education on page 14 of the warrant should read Essex Technical High School to reflect the change in the school's name and the merger of the North Shore Vocational Technical High School and Essex Agricultural High School. The Moderator stated that this would be duly noted going forward.

It was moved by Dan Volchok, and duly seconded, to amend the proposedFY 16 budget as follows:

The Masconomet Operational Assessment be increased by $54,027 for a total of $8,979,197 resulting in a total town budget of $30,587,714. The motion to amend was defeated by majority voice vote.

The main motion passed by unanimous voice vote.

NOTE: At this time, we anticipate that **Article 5 & 6** will be offered as "contingent appropriations." This means that although the appropriation could be approved at the Annual Town Meeting, that appropriation would be fully contingent upon successful passage of the related Proposition 2½ ballot question. Should the override question fail, the appropriation would be rendered null and void, and in the case of Article #5, the Masconomet Regional School District budget would be rejected (the district budget must be accepted by at least two of the three member communities).

ARTICLE 5. To see if the Town will vote to raise and appropriate or transfer from available funds the sum of **$406,258 for the purposes of additionally funding the Fiscal Year 2016 Masconomet Regional School District Assessment,** thereby completing the funding required to meet the total assessment and approving the district certified budget, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Masconomet Regional School Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by James Ben Messenger of the Masconomet School Committee, and duly seconded, to raise and appropriate the sum of **$406,258 for the purposes of additionally**

funding the Fiscal Year 2016 Masconomet Regional School District Assessment, thereby completing the funding required to meet the total assessment and approving the district certified budget, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called. This motion passed by a majority hand count of 185 yes, 27 no.

ARTICLE 6. To see if the Town will vote to raise and appropriate the sum of **$195,871 for the purposes of additionally funding the Fiscal Year 2016 Elementary School Budget**, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called; or take any other action thereon.

Sponsored by the Elementary School Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by David Rivers, and duly seconded, to raise and appropriate the sum of **$195,871 for the purposes of additionally funding the Fiscal Year 2016 Elementary School Budget**, provided that the appropriation authorized herein shall be contingent upon the vote at the Town election to assess additional real estate and personal property taxes in accordance with the provisions of Proposition 2 ½, so called. This motion passed by unanimous voice vote.

ARTICLE 7. To see if the Town will vote to raise and appropriate and/or transfer from available funds the sum of **$20,000 to additionally fund the "Tree Department" line item of the "DPW Non-Salary Expense" of the FY16 Annual Operating Budget**, or take any other action thereon.

Sponsored and Supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Selectman Peter Perkins, and duly seconded, to raise and appropriate the sum of **$20,000 to additionally fund the "Tree Department" line item of the "DPW Non-Salary Expense" of the FY16 Annual Operating Budget**. This motion passed by unanimous voice vote.

ARTICLE 8. To **act on the list of proposed capital purchases** for FY 2016 and see what sums of money the Town will vote to raise and appropriate, or transfer from available funds, for the use of several departments for fiscal year 2016, and authorize expenditure of these funds under the direction of the appropriate listed department and authorize the Board of Selectmen to dispose of any equipment declared surplus if replaced; or take any other action thereon.

Sponsored and supported the Board of Selectmen
Estimate: **$446,239.00**
Finance Committee recommends adoption of this article
Capital Budget Committee Recommendations as noted
Permanent Building Committee Recommendations as noted
The proposed capital budget is printed on page 10 of this warrant.

It was moved by Selectman Charles Costello, and duly seconded, to **transfer from Free Cash the sum of $446,239 to fund the list of proposed capital purchases** as shown on page 10 of this warrant, for the use of several departments for fiscal year 2016, and authorize expenditure of these funds under the direction of the appropriate listed department and authorize the Board of Selectmen to dispose of any equipment declared surplus if replaced.

Donald Morton moved to amend Article 8 by removing item 6. This motion was rejected by majority voice vote.

The main motion was approved by majority voice vote.

ARTICLE 9. To see if the Town will vote **to appropriate $229,461 to partially pay costs of architectural, engineering, renovation, construction, equipping and all other related expenses to historically preserve through the renovation and rehabilitation of some exterior components of a portion of the historic Aaron Wood School, located at 28 Middleton Road** and that to meet this appropriation: 1) to transfer **$110,046** from the Community Preservation Historic Reserve Fund; 2) to appropriate the sum of **$19,415** from the unexpended balance of the Community Preservation Committee Historic Fund appropriation and debt authorization approved for the historic renovation of Lincoln Hall in Article #14, of the Special Town Meeting October 23, 2007; and, 3) that the Treasurer with the approval of the Selectmen shall be authorized to issue debt in the amount of **$100,000** under the Community Preservation Program for the rehabilitation of historic resources, pursuant to Massachusetts General Laws Chapter 44B and under and pursuant to Massachusetts General Laws Chapter 44, Section 7(3A) and 7(21), or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; said funds to be expended under the direction of the Permanent Building Committee and the Community Preservation Committee; provided however that no funds may be expended hereunder unless and until the Town shall have voted in the affirmative for Article # **10** of this warrant; or take any other action thereon.

Sponsored and supported by the Elementary School Committee
Sponsored and supported by the Community Preservation Committee
Permanent Building Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budget Committee: "A" Essential
Board of Selectmen recommends adoption of this article

It was moved by David Rivers, and duly seconded, to **appropriate $275,353 to partially pay costs of architectural, engineering, renovation, construction, equipping and all other related expenses to historically preserve through the renovation and rehabilitation of some exterior components of a portion of the historic Aaron Wood School, located at 28 Middleton Road** and that to meet this appropriation: 1) to transfer **$130,938** from the Community Preservation Historic Reserve Fund; 2) to appropriate the sum of **$19,415** from the unexpended balance of the Community Preservation Committee Historic Fund appropriation and debt authorization approved for the historic renovation of Lincoln Hall in Article #14, of the Special Town Meeting October 23, 2007; and, 3) that the Treasurer with the approval of the Selectmen shall be authorized to issue debt in the amount of **$125,000** under the Community Preservation Program for the rehabilitation of historic resources, pursuant to Massachusetts General Laws Chapter 44B and under and pursuant to Massachusetts General Laws Chapter 44, Section 7(3A) and 7(21), or pursuant to any other

enabling authority, and to issue bonds or notes of the Town therefor; said funds to be expended under the direction of the Permanent Building Committee and the Community Preservation Committee; provided however that no funds may be expended hereunder unless and until the Town shall have voted in the affirmative for Article **# 10** of this warrant.

The Moderator asked if anyone objected to Assistant Superintendent Steven Greenberg addressing Town Meeting. In the absence of any objection, Mr. Greenberg addressed the Audience to answer questions that had been raised.

Article 9 passed by a greater than two-thirds majority vote of 185 yes, 27 no.

ARTICLE 10. To see if the Town will vote **to appropriate $585,000** ***[estimate]*** **to pay costs of architectural, engineering, renovation, construction, equipping and all other related expenses to renovate portions of the interior and exterior of the historic Aaron Wood School, located at 28 Middleton Road** and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow **$585,000** under and pursuant to Chapter 44, Sections 7(3); 7(3A) and 7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; further to authorize the Elementary School Committee to enter into a ten (10) year, joint lease with the two other members of the Tri-town School Union of a building and associated premises at 28 Middleton Road, Boxford, Massachusetts on such terms and conditions as said Committee deems favorable to the Town of Boxford; proceeds from said lease to partially offset repayment of this debt; and to authorize the Elementary School Committee and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to effect the construction of said project; said funds to be expended under the direction of the Permanent Building Committee, or take any other action thereon.

Sponsored and supported by the Elementary School Committee
Permanent Building Committee recommends adoption of this article
Finance Committee recommends adoption of this article
Capital Budget Committee: "A" Essential
Board of Selectmen recommends adoption of this article

It was moved by David Rivers, and duly seconded, **to appropriate $667,000 to pay costs of architectural, engineering, renovation, construction, equipping and all other related expenses to renovate portions of the interior and exterior of the historic Aaron Wood School, located at 28 Middleton Road** and for the payment of all other costs incidental and related thereto, and that to meet this appropriation, the Treasurer, with the approval of the Selectmen, is authorized to borrow **$667,000** under and pursuant to Chapter 44, Sections 7(3); 7(3A) and 7(21) of the General Laws, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; further to authorize the Elementary School Committee to enter into a ten (10) year, joint lease with the two other members of the Tri-town School Union of a building and associated premises at 28 Middleton Road, Boxford, Massachusetts on such terms and conditions as said Committee deems favorable to the Town of Boxford; proceeds from said lease to partially offset repayment of this debt; and to authorize the Elementary School Committee and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to effect the construction of said project; said funds to be

expended under the direction of the Permanent Building Committee. This motion passed by a greater than two-thirds voice vote.

ARTICLE 11. To see if the town will vote to raise and appropriate or transfer from available funds the sum of **$10,000 to engage consulting services to assist in scoping and public outreach efforts preparatory to the creation of a Non-School Municipal Facilities Master Plan**, said funds to be expended under the direction of the Planning Board, or take any other action thereon.

Sponsored and Supported by the Planning Board and Board of Selectmen
Finance Committee to make recommendation at Town Meeting

It was moved by Planning Board Chair Robert Gore, and duly seconded, to transfer from Free Cash the sum of **$10,000 to engage consulting services to assist in scoping and public outreach efforts preparatory to the creation of a Non-School Municipal Facilities Master Plan**, said funds to be expended under the direction of the Planning Board. This motion passed by majority voice vote.

ARTICLE 12. To see if the town will vote to raise and appropriate or transfer from available funds the sum of **$65,000 to pay for the costs to install, test and seek Department of Environmental Protection approval for a public water supply on town land located adjacent to Spofford Pond Road**, for the purpose of providing potable water to municipal buildings located on and adjacent to said land; said funds to be expended under the direction of the Permanent Building Committee, or take any other action thereon

Sponsored and supported by the Permanent Building Committee
Board of Selectmen recommends adoption of this article
Finance Committee does not recommend adoption of this article
Capital Budget Committee to make recommendation at Town Meeting

It was moved by Permanent Building Committee Chair Margaret Chow Menzer, and duly seconded, to transfer from Free Cash the sum of **$65,000 to pay for the costs to install, test and seek Department of Environmental Protection approval for a public water supply on town land located adjacent to Spofford Pond Road**, for the purpose of providing potable water to municipal buildings located on and adjacent to said land; said funds to be expended under the direction of the Permanent Building Committee.

It was moved by Donald Morton, and duly seconded, to pass over Article 12. This motion passed by a hand count of 109 yes, 64 no.

ARTICLE 13. To see if the town will vote to raise and appropriate or transfer from available funds the sum of **$6,000 to additionally fund the costs of consultant expenses and study costs to update the mandatory stormwater management plan for the Town of Boxford;** said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Selectman William R. Cargill, Jr., and duly seconded, to transfer from Free Cash the sum of **$6,000 to additionally fund the costs of consultant expenses and study costs to update the mandatory stormwater management plan for the Town of Boxford;**

said funds to be expended under the direction of the Board of Selectmen. This motion passed by unanimous voice vote.

ARTICLE 14. To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of **$15,000 to provide engineering oversight for the Town during construction and installation of a photovoltaic solar facility on the closed and capped Northern landfill on Town-owned land adjacent to Spofford Road**; said funds to be expended under the direction of the Board of Health, or take any other action thereon.

Sponsored and supported by the Board of Health
Board of Selectmen recommends adoption of this article
Finance Committee to make recommendation at Town Meeting

It was moved by Richard Taylor of the Board of Health to transfer from Free Cash the sum of **$15,000 to provide engineering oversight for the Town during construction and installation of a photovoltaic solar facility on the closed and capped Northern landfill on Town-owned land adjacent to Spofford Road**; said funds to be expended under the direction of the Board of Health. This motion passed by a majority hand count of 80 yes, 78 no.

ARTICLE 15. To see if the Town will vote to transfer from Free Cash, the sum of **$50,000 to supplement the FY 2015 Finance Committee Reserve Fund;** said funds to be expended under the direction of the Finance Committee, or take any other action thereon.

Sponsored and supported by the Finance Committee
Board of Selectmen recommends adoption of this article

It was moved by Michael White, and duly seconded, to transfer from Free Cash, the sum of **$50,000 to supplement the FY 2015 Finance Committee Reserve Fund;** said funds to be expended under the direction of the Finance Committee, or take any other action thereon. This motion passed by a majority voice vote.

ARTICLE 16. To see if the Town will vote to raise and appropriate or transfer from available funds, the sum of **$225,000 to supplement the "Snow and Ice Removal" of the FY 2015 Annual Operating Budget;** said funds to be expended under the direction of the Board of Selectmen, or take any other action thereon.

Sponsored and supported by the Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Selectman Charles Killam, and duly seconded, to transfer from Free Cash the sum of **$225,000 to supplement the "Snow and Ice Removal" of the FY 2015 Annual Operating Budget;** said funds to be expended under the direction of the Board of Selectmen.

This motion passed by applause and a standing ovation which the Moderator took as a majority voice vote.

ARTICLE 17. To see if the Town will vote to set the **annual curbside solid waste collection fee** at $2.50 for each 32-gallon bag or container (each use); or take any other action thereon.

Sponsored by the Board of Health
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Board of Health Chair Richard Fahrner, and duly seconded, to set the **annual curbside solid waste collection fee** at $2.50 for each 32-gallon bag or container (each use); or take any other action thereon. This article passed by unanimous voice vote.

ARTICLE 18. To see if the Town will vote to appropriate or reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2016, with each item to be considered a separate appropriation:

Appropriations:

From FY 2016 estimated annual revenues for Sawyer-Richardson Open Space Bond expense	**$191,490**
From FY 2016 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense	**$ 52,500**
From FY 2016 estimated annual revenues for Haynes Land Purchase Bond expense	**$150,000**
From FY 2016 estimated annual revenues for Committee Administrative Expenses	**$ 48,841**

Reserves:

From FY 2016 estimated annual revenues for Historic Resources Reserve	**$ 35,182**
From FY 2016 estimated annual revenues for Community Housing Reserve	**$ 87,682**
From FY 2016 estimated annual revenues for Budgeted Reserve	**$310,000**

or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Community Preservation Committee Chair Peter Delaney, and duly seconded, to appropriate or reserve from the **Community Preservation Fund** annual revenues in the amounts recommended by the Community Preservation Committee for committee administrative expenses, debt service, community preservation projects and other expenses in Fiscal Year 2016, with each item to be considered a separate appropriation:

Appropriations:

From FY 2016 estimated annual revenues for Sawyer-Richardson Open Space Bond expense	**$191,490**
From FY 2016 estimated annual revenues for Lincoln Hall Historic Renovation Bond expense	**$ 52,500**
From FY 2016 estimated annual revenues for Haynes Land Purchase Bond expense	**$150,000**
From FY 2016 estimated annual revenues for Committee Administrative Expenses	**$ 48,841**

Reserves:

From FY 2016 estimated annual revenues for Historic Resources Reserve	**$ 35,182**
From FY 2016 estimated annual revenues for Community Housing Reserve	**$ 87,682**
From FY 2016 estimated annual revenues for Budgeted Reserve	**$310,000**

This motion passed by unanimous voice vote.

ARTICLE 19. To see if the Town will vote to appropriate **$6,588 from the Community Preservation Committee Historic Fund** to fund the purchase and installation of 9 signs and 7 posts to be placed at various locations on the boundary of the Boxford Historic District and the

Howe Village Historic District, the appropriated funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Historic Districts Commission member Virginia Havey, and duly seconded, to appropriate **$6,588 from the Community Preservation Committee Historic Fund** to fund the purchase and installation of 9 signs and 7 posts to be placed at various locations on the boundary of the Boxford Historic District and the Howe Village Historic District, the appropriated funds to be expended under the direction of the Community Preservation Committee. This motion passed by unanimous voice vote.

ARTICLE 20. To see if the Town will vote to appropriate **$350 from the Community Preservation Committee Historic Fund to fund the installation of two signs at Round Top Park**, one at each entrance, to enhance public awareness of the historic significance of the park, the appropriated funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Peter Delaney, and duly seconded, to appropriate **$350 from the Community Preservation Committee Historic Fund to fund the installation of two signs at Round Top Park**, one at each entrance, to enhance public awareness of the historic significance of the park, the appropriated funds to be expended under the direction of the Community Preservation Committee. This motion passed by unanimous voice vote.

ARTICLE 21. To see if the Town will vote to appropriate **$909 from the Community Preservation Committee Undesignated Fund to fund the installation of a sign at Colby Park**, the appropriated funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

Sponsored and supported by the Community Preservation Committee
Finance Committee recommends adoption of this article
Board of Selectmen recommends adoption of this article

It was moved by Peter Delaney to appropriate **$909 from the Community Preservation Committee Undesignated Fund to fund the installation of a sign at Colby Park**, the appropriated funds to be expended under the direction of the Community Preservation Committee. This motion passed by unanimous voice vote.

ARTICLE 22. To see if the Town will vote to have its (sic) elected Town Clerk become an appointed Town Clerk; or take any other action thereon.

Sponsored by Initiative Petition

It was moved by Patricia Morris to have the elected Town Clerk become an appointed Town Clerk.

It was moved by Barbara Jessel to amend Article 22 to read "To see if the town will vote to have it's (sic) elected Town Clerk become an appointed Town Clerk effective at the Annual Town Election of May 2019."

It was moved by Marci Miller, and duly seconded, to call the vote. This motion passed by majority voice vote.

The amendment was defeated by a majority voice vote.

The main motion was defeated by a majority voice vote.

ARTICLE 23. To transact any other business that may legally come before said meeting.
It was moved by Mary Anne Nay, and duly seconded, to adjourn Annual Town Meeting. This motion passed by a unanimous voice vote.

Boxford Annual Town Meeting adjourned at 10:40pm.

A true record,

Robin Phelan, Town Clerk

Town Election, May 19, 2015
Official Election Results

	Pct. 1	Pct. 2	Pct.3	Total
Board of Selectmen - 3 yr (vote for TWO)				
Blanks	86	111	98	295
Charles J. Costello	**251**	**249**	**261**	**761**
Charles E. Killam	134	204	172	510
Chris N. Everest	144	205	187	536
Alfred Vaz, Jr.	**278**	**282**	**273**	**833**
Write-ins	5	1	3	9
Board of Assessors - 3 yr (vote for ONE)				
Blanks	133	160	146	439
Diana M. Headrick	**316**	**365**	**350**	**1031**
Write-ins	0	1	1	2
Board of Health - 3 yr (vote for TWO)				
Blanks	272	295	297	864
Richard L. Fahrner	**279**	**318**	**315**	**912**
Brian D. Thompson	151	219	207	577
Hans C. Jeppesen	**195**	**220**	**175**	**590**
Write-ins	1	0	0	1
Planning Board - 5 yr (vote for TWO)				
Blanks	214	230	248	692
Robert C. Gore	**223**	**279**	**242**	**744**
Ellen Nestervich	197	215	253	665
Christian T. Wise	**263**	**327**	**251**	**841**
Write-ins	1	1	0	2
Boxford School Committee - 3 yr (vote for TWO)				
Blanks	299	347	307	953
David Rivers	**296**	**347**	**337**	**980**
Carole Jane Hubbard	**300**	**355**	**349**	**1004**
Write-ins	3	3	1	7

	Pct. 1	Pct. 2	Pct.3	Total
Masco School Committee - 3 yr (vote for **ONE**)				
Blanks	130	161	135	426
Paula Lia Fitzsimmons	**315**	**358**	**358**	**1031**
Write-ins	4	7	4	15
Board of Library Trustees - 3 yr (vote for **THREE**)				
Blanks	697	825	742	2264
Carole I. Davis	**277**	**325**	**336**	**938**
Stephen A. Harvey	**291**	**347**	**334**	**972**
Write-ins	82	81	79	242
Board of Library Trustees - 1 yr (vote for **ONE)**				
Blanks	142	165	151	458
Lauren Anne Laplante-Rottman	**266**	**332**	**325**	**923**
Write-ins	41	29	21	91
Board of Commissioners of Trust Funds - 3 yr (vote for **ONE**)				
Blanks	133	151	132	416
Judith A. Stickney	**315**	**374**	**362**	**1051**
Write-ins	1	1	3	5
Q #1: Masco Budget Override $406,258				
Blanks	4	5	5	14
Yes	**313**	**308**	**324**	**945**
No	132	213	168	513
Q #2: Elementary Budget Override $195,871				
Blanks	5	4	4	13
Yes	**329**	**327**	**333**	**989**
No	115	195	160	470

TOWN OF BOXFORD
SPECIAL TOWN MEETING
TUESDAY, OCTOBER 27, 2015, MINUTES

A quorum being present, Boxford Special Town Meeting was called to order by Town Moderator Gerald R. Johnston at 7:05pm on Tuesday, October 27, 2015 in the Masconomet Auditorium with 927 voters in attendance.

It was moved by Peter Perkins that the Moderator not be required to read articles or motions of the warrant verbatim, and further that he be authorized to summarize articles and motions as he deems appropriate. This motion passed by a majority voice vote.

ARTICLE 1. To see if the Town will vote to raise and appropriate, or transfer from available funds to amend FY 2016 budget appropriations adopted as Article #4 of the May 12, 2015 Annual Town Meeting and **INCREASE the Elementary Schools department line item by $60,000**, or take any other action thereon.

Sponsored and supported by Elementary School Committee
Finance Committee recommends adoption of this article

It was moved by David Rivers to raise and appropriate funds to amend FY 2016 budget appropriations adopted as Article #4 of the May 12, 2015 Annual Town Meeting and **INCREASE the Elementary Schools department line item by $60,000**. This motion passed by a majority voice vote.

ARTICLE 2. To see if the Town will vote to raise and appropriate, or transfer from available funds to amend FY 2016 budget appropriations adopted as Article #4 of the May 12, 2015 Annual Town Meeting and **INCREASE the DPW Salary department line item by $7,175**, or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by William Cargill, Jr. to raise and appropriate funds to amend FY 2016 budget appropriations adopted as Article #4 of the May 12, 2015 Annual Town Meeting and **INCREASE the DPW Salary department line item by $7,175**. This motion passed by unanimous voice vote.

ARTICLE 3. To see if the Town will vote to raise and appropriate, or transfer from available funds to amend FY 2016 budget appropriations adopted as Article #4 of the May 12, 2015 Annual Town Meeting and **INCREASE the Police Salaries department line item by $30,000**, or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article

It was moved by Alfred Vaz, Jr. to transfer from Free Cash funds to amend FY 2016 budget appropriations adopted as Article #4 of the May 12, 2015 Annual Town Meeting and **INCREASE the Police Salaries department line item by $30,000**. This motion passed by a majority hand count.

ARTICLE 4. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$5,203 to fund upgraded barrier and gate to the Recycling Center,** including any expenses incidental thereto, such funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen
Finance Committee recommends adoption of this article
Finance Committee to make recommendation at Town Meeting

It was moved by Mary Anne Nay to transfer Free Cash the sum of **$5,203 to fund upgraded barrier and gate to the Recycling Center,** including any expenses incidental thereto, such funds to be expended under the direction of the Board of Selectmen. This motion passed by a majority show of hands.

ARTICLE 5. To see if the Town will vote to raise and appropriate, or transfer from available funds, the sum of **$17,500 to fund repairs to existing culvert on Topsfield Road,** including any expenses incidental thereto, such funds to be expended under the direction of the Board of Selectmen; or take any other action thereon.

Sponsored and supported by Board of Selectmen

It was moved by Charles Costello to transfer from Free Cash the sum of **$17,500 to fund repairs to existing culvert on Topsfield Road,** including any expenses incidental thereto, such funds to be expended under the direction of the Board of Selectmen. This motion passed by a majority show of hands.

ARTICLE 6. I move to transfer from Free Cash the sum of **$21,175 to fund engineering design of a culvert replacement on Highland Road,** funds to be expended under the direction of the Board of Selectmen.

It was moved by Peter Perkins to transfer from Free Cash the sum of **$21,175 to fund engineering design of a culvert replacement on Highland Road,** funds to be expended under the direction of the Board of Selectmen. This motion passed by a majority show of hands.

ARTICLE 7. To see if the Town will vote to amend its bylaws and **DELETE** in its entirety, from the Town Code the following article: Town Code Chapter 7, Article II, **Capital Budgeting Committee**, § 7-3. Membership; terms; responsibilities, which currently states:

> "A Capital Budgeting Committee consisting of five members shall be established, two members appointed by and from the Finance Committee and three members appointed by the Board of Selectmen; two positions for one-year terms; two positions for two-year terms and one position for a three-year term. The Capital Budgeting Committee so constituted will be responsible for updating the Town's capital budget each year and reporting anticipated capital needs to the Town at each Town Meeting."

with the intention for the Finance Committee to become responsible for maintaining and reporting on the Town's capital budget needs, or take any other action thereon.

Sponsored and supported by Finance Committee

It was moved by Joyce Ricklefs to amend Town bylaws and **DELETE,** in its entirety, from the Town Code, the following article: Town Code Chapter 7, Article II, **Capital Budgeting Committee,** § 7-3. Membership; terms; responsibilities, which currently states:

> "A Capital Budgeting Committee consisting of five members shall be established, two members appointed by and from the Finance Committee and three members appointed by the Board of Selectmen; two positions for one-year terms; two positions for two-year terms and one position for a three-year term. The Capital Budgeting Committee so constituted will be responsible for updating the Town's capital budget each year and reporting anticipated capital needs to the Town at each Town Meeting."

With the intention for the Finance Committee to become responsible for maintaining and reporting on the Town's capital budget needs. This motion passed by a majority show of hands.

ARTICLE 8. To see if the Town will vote to appropriate **$375 from the Community Preservation Committee Historic Fund** to fund the installation of a sign at the Davis Hay Field, the appropriated funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

> Sponsored and Supported by the Community Preservation Committee
> Finance Committee recommends adoption of this article

It was moved by Peter Delaney to appropriate **$375 from the Community Preservation Committee Historic Fund** to fund the installation of a sign at the Davis Hay Field, the appropriated funds to be expended under the direction of the Community Preservation Committee. This motion passed by a majority show of hands.

ARTICLE 9. To see if the Town will vote to appropriate **$3000 from the Community Preservation Committee Budgeted Reserve** to fund the construction and installation of two kiosks with interpretive and directional signage for the Boxford Borders to Boston trail, of which it is anticipated that $1500 will be reimbursed to the CPC Undesignated Fund upon receipt of a matching grant awarded to the project from the Essex Heritage Partnership, the appropriated funds to be expended under the direction of the Community Preservation Committee; or take any other action thereon.

> Sponsored and Supported by the Community Preservation Committee
> Finance Committee recommends adoption of this article

It was moved by Peter Delaney to appropriate **$3000 from the Community Preservation Committee Budgeted Reserve** to fund the construction and installation of two kiosks with interpretive and directional signage for the Boxford Borders to Boston trail, of which it is anticipated that $1500 will be reimbursed to the CPC Undesignated Fund upon receipt of a matching grant awarded to the project from the Essex Heritage Partnership, the appropriated funds to be expended under the direction of the Community Preservation Committee. This motion passed by a majority show of hands.

ARTICLE 10. To see if the Town will vote to appropriate **$4,557,904 to fund the construction of two multi use fields, one grass and one synthetic turf, proposed as part of the Boxford Common, a community project also known as the Haynes Land Project,** and that to meet this appropriation: 1) to appropriate $2,471,853 from the Community Preservation Committee Undesignated Fund; 2) to transfer the unexpended balance from Warrant Article #13 approved at Special Town Meeting, October 23, 2007 for the purchase of the Haynes Land the amount of

$28,750; 3) to transfer from the Community Preservation Committee Budgeted Reserve the amount of $306,397; 4) that the Treasurer, with the approval of the Selectmen, is authorized to issue debt in the amount of $1,250,000 pursuant to Massachusetts General Laws Chapter 44, Chapter 44B, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; 5) conditioned upon a prohibition on expending any funds originating from the Community Preservation Act on the acquisition of artificial turf for athletic fields; 6) and that in order to aid the funding of said project, that the Haynes Land Committee be permitted to seek, receive and accept grants, donations or reimbursements of $500,904 for this purpose and to authorize the Haynes Land Committee and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the construction of said project; the appropriated funds to be expended under the direction of the Community Preservation Committee and the Permanent Building Committee; or take any other action thereon.

Sponsored and Supported by Board of Selectmen
Community Preservation Committee recommends adoption of this article
Finance Committee recommends adoption of this article

It was moved by Joseph Callahan to appropriate **$4,557,904 to fund the construction of two multi use fields, one grass and one synthetic turf, proposed as part of the Boxford Common, a community project also known as the Haynes Land Project,** and that to meet this appropriation: 1) to appropriate $2,471,853 from the Community Preservation Committee Undesignated Fund; 2) to transfer the unexpended balance from Warrant Article #13 approved at Special Town Meeting, October 23, 2007 for the purchase of the Haynes Land the amount of $28,750; 3) to transfer from the Community Preservation Committee Budgeted Reserve the amount of $306,397; 4) that the Treasurer, with the approval of the Selectmen, is authorized to issue debt in the amount of $1,250,000 pursuant to Massachusetts General Laws Chapter 44, Chapter 44B, or pursuant to any other enabling authority, and to issue bonds or notes of the Town therefor; 5) conditioned upon a prohibition on expending any funds originating from the Community Preservation Act on the acquisition of artificial turf for athletic fields; 6) and that in order to aid the funding of said project $500,904 be transferred from a gift account established for that purpose, and that the Haynes Land Committee be permitted to seek, receive and accept grants, donations or reimbursements for this purpose and to authorize the Haynes Land Committee and the Permanent Building Committee to enter into any and all agreements and execute any and all instruments as may be necessary on behalf of the Town of Boxford to affect the construction of said project; the appropriated funds to be expended under the direction of the Community Preservation Committee and the Permanent Building Committee.

It was moved by Robert Eisenberg to terminate the discussion of Article 10. This motion passed by a greater than two-thirds majority of 661 yes, 290 no.

ARTICLE 11. PROPOSAL FOR "INGALDSBY LAND" PURCHASE
PROPOSAL FOR THE TOWN OF BOXFORD TO PURSUE THE PURCHASE OF PROPERTY KNOWN AS "INGALDSBY LAND"; PROPERTY USAGE TO BE DESIGNATED FOR CONSERVATION, SENIOR HOUSING, DEVELOPMENT OF COMMUNITY SERVICES, AND RECREATION. FURTHERMORE, SAID PURCHASE TO BE FINANCED WITH CPC FUNDS AND STATE OF MASSACHUSETTS' GRANT

Sponsored by Initiative Petition

It was moved by Laura Sapienza-Grabski to pass over Article 11. This motion passed by a majority voice vote.

ARTICLE 12. To transact any other business to legally come before this meeting.

It was moved by Peter Perkins to dissolve Town Meeting. This motion passed by a unanimous voice vote.

A true record.
Respectfully submitted,

Robin Phelan, Town Clerk

2015 STATISTIC REPORT

Population:	**8,555**
Residences:	**2,856**
Registered Voters:	**6,075**
Births:	**44**
Deaths:	**46**
Marriages:	**11**

Finance

Accountant's Independent Auditor's Report
Combined Financial Statements
And Additional Financial Information

Finance Committee

Board of Assessors

Treasurer/Collector of Taxes

Commissioners of Trust Funds
Perley-Parkhurst-Cole Memorial Trust Fund

Guides for
Perley-Parkhurst-Cole Application

Town of Boxford, Massachusetts

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INDEPENDENT AUDITORS' REPORT

To the Board of Selectmen
Town of Boxford, Massachusetts

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, Massachusetts, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the Town's basic financial statements as listed in the Table of Contents.

Management's Responsibility for the Financial Statements

The Town's management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and

fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities, each major fund, and the aggregate remaining fund information of the Town of Boxford, Massachusetts, as of June 30, 2015, and the respective changes in financial position and the respective budgetary comparison for the general fund for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the Management's Discussion and Analysis, the Schedule of Funding Progress, the Schedule of Proportionate Share of the Net Pension Liability, and the Schedule of Contributions be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the *Governmental Accounting Standards Board*, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with evidence sufficient to express an opinion or provide any assurance.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated October 27, 2015 on our consideration of the Town's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the Town's internal control over financial reporting and compliance.

Melanson Heath

October 27, 2015

MANAGEMENT'S DISCUSSION AND ANALYSIS

As management of the Town of Boxford, Massachusetts we offer readers this narrative overview and analysis of the financial activities of the Town of Boxford for the fiscal year ended June 30, 2015.

A. OVERVIEW OF THE FINANCIAL STATEMENTS

This discussion and analysis is intended to serve as an introduction to the basic financial statements. The basic financial statements comprise three components: (1) government-wide financial statements, (2) fund financial statements, and (3) notes to financial statements. This report also contains other supplementary information in addition to the basic financial statements themselves.

Government-wide Financial Statements. The government-wide financial statements are designed to provide readers with a broad overview of our finances in a manner similar to a private-sector business.

The Statement of Net Position presents information on all assets/deferred outflows and liabilities/deferred inflows, with the difference between these amounts reported as net position. Over time, increases or decreases in net position may serve as a useful indicator of whether the Town's financial position is improving or deteriorating.

The Statement of Activities presents information showing how the Town's net position changed during the most recent fiscal year. All changes in net position are reported as soon as the underlying event giving rise to the change occurs, regardless of the timing of related cash flows. Thus, revenues and expenses are reported in this statement for some items that will only result in cash flows in future fiscal periods (e.g., uncollected taxes and earned but unused vacation leave).

The governmental activities include general government, public safety, education, public works, health and human services, culture and recreation, insurance and benefits, interest, and intergovernmental expense.

Fund financial statements. A fund is a grouping of related accounts that is used to maintain control over resources that have been segregated for specific activities or objectives. Fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements. All of the funds can be divided into two categories: governmental funds and fiduciary funds.

Governmental funds. Governmental funds are used to account for essentially the same functions reported as governmental activities in the government-wide financial statements. However, unlike the government-wide financial statements, governmental fund financial statements focus on near-term inflows and outflows of spendable resources, as well as on balances of spendable resources available

at the end of the fiscal year. Such information may be useful in evaluating a government's near-term financing requirements.

Because the focus of governmental funds is narrower than that of the government-wide financial statements, it is useful to compare the information presented for governmental funds with similar information presented for governmental activities in the government-wide financial statements. By doing so, readers may better understand the long-term impact of the government's near-term financing decisions. Both the Governmental Funds Balance Sheet and the Governmental Funds Statement of Revenues, Expenditures and Changes in Fund Balances provide a reconciliation to facilitate this comparison between governmental funds and governmental activities.

An annual appropriated budget is adopted for the general fund. A budgetary comparison statement has been provided for the general fund to demonstrate compliance with this budget.

Fiduciary funds. Fiduciary funds are used to account for resources held for the benefit of parties outside the government. Fiduciary funds are not reflected in the government-wide financial statements because the resources of those funds are not available to support the Town's own programs.

Notes to financial statements. The notes provide additional information that is essential to a full understanding of the data provided in the government-wide and fund financial statements.

Other information. In addition to the basic financial statements and accompanying notes, this report also presents certain required supplementary information which is required to be disclosed by accounting principles generally accepted in the United States of America.

B. FINANCIAL HIGHLIGHTS

- At the end of the current fiscal year, total assets and deferred outflows exceeded liabilities and deferred inflows by $37,878,090 (i.e., total net position), a change of $1,266,127 in comparison to the prior year.
- At the end of the current fiscal year, governmental funds reported combined ending fund balances of $9,465,518, a change of $(337,105) in comparison to the prior year.
- At the end of the current fiscal year, unassigned fund balance for the general fund was $4,091,113, a change of $559,887 in comparison to the prior year.
- At the end of the current fiscal year, total long-term debt (i.e., bonds payable) was $7,839,687, a change of $(1,108,562) in comparison to the prior year.

C. GOVERNMENT-WIDE FINANCIAL ANALYSIS

The following is a summary of condensed government-wide financial data for the current and prior fiscal years.

NET POSITION

	Governmental Activities	
	2015	2014
Current and other assets	$ 11,167,324	$ 11,916,720
Capital assets	56,724,047	56,048,870
Total assets	67,891,371	67,965,590
Current liabilities	2,713,399	3,135,337
Noncurrent liabilities	27,156,759	15,758,096
Deferred inflows of resources	143,123	70,065
Total liabilities and deferred inflows	30,013,281	18,963,498
Net position:		
Net investment in capital assets	48,785,176	46,929,752
Restricted	4,698,936	4,875,730
Unrestricted	(15,606,022)	(2,803,390)
Total net position	$ 37,878,090	$ 49,002,092

CHANGES IN NET POSITION

	Governmental Activities	
	2015	2014
Revenues:		
Program revenues:		
Charges for services	$ 1,361,134	$ 1,297,460
Operating grants and contributions	3,102,918	3,433,290
Capital grants and contributions	721,185	427,319
General revenues:		
Taxes	26,514,946	24,535,178
Excises	1,557,045	1,448,158
Interest, penalties, and other taxes	78,013	83,865
Grants and contributions not restricted to specific programs	852,266	1,187,972
Investment income	95,067	124,928
Miscellaneous	71,044	19,901
Total revenues	34,353,618	32,558,071

(continued)

(continued)

	Governmental Activities	
	2015	2014
Expenses:		
General government	1,877,803	2,029,672
Public safety	2,616,710	2,568,624
Education	22,001,249	20,772,411
Public works	2,987,951	2,742,615
Health and human services	303,622	293,385
Culture and recreation	540,682	849,429
Insurance and benefits	2,175,263	1,924,034
Interest expense	266,722	284,980
Intergovernmental	139,121	175,984
Total expenses	32,909,123	31,641,134
Change in net position	1,444,495	916,937
Transfers in (out)	(178,368)	(250,000)
Change in net position	1,266,127	666,937
[1] Net position - beginning of year, as restated	36,611,963	48,335,155
Net position - end of year	$ 37,878,090	$ 49,002,092 [1]

[1] Restated from the prior year as described in Note 25.

As noted earlier, net position may serve over time as a useful indicator of a government's financial position. At the close of the most recent fiscal year, total net position was $37,878,090, a change of $1,266,127 from the prior year.

The largest portion of net position $48,785,176 reflects our investment in capital assets (e.g., land, construction in progress, land improvements, buildings and building improvements, machinery, equipment and vehicles, and infrastructure), less any related debt used to acquire those assets that is still outstanding. These capital assets are used to provide services to citizens; consequently, these assets are not available for future spending. Although the investment in capital assets is reported net of related debt, it should be noted that the resources needed to repay this debt must be provided from other sources, since the capital assets themselves cannot be used to liquidate these liabilities.

An additional portion of net position $4,698,936 represents resources that are subject to external restrictions on how they may be used. The remaining balance of unrestricted net position is a deficit balance of $(15,606,022), primarily caused by the unfunded portion of the Town's OPEB and Net Pension liabilities.

Governmental activities. Governmental activities for the year resulted in a change in net position of $1,266,127. Key elements of this change are as follows:

General fund operations, as discussed further in Section D	$	156,386
Community Preservation fund change in fund balance		399,222
Library Design fund change in fund balance		34,591
Nonmajor funds change in fund balance (accrual basis)		741,565
Capital acquisitions funded with general and Community Preservation funds		916,907
Depreciation expense in excess of principal debt service		(680,160)
Capital lease proceeds		(153,296)
Change in OPEB and net pension liabilities		(148,115)
Other		(973)
Total	$	1,266,127

D. FINANCIAL ANALYSIS OF THE GOVERNMENT'S FUNDS

As noted earlier, fund accounting is used to ensure and demonstrate compliance with finance-related legal requirements.

Governmental funds. The focus of governmental funds is to provide information on near-term inflows, outflows and balances of spendable resources. Such information is useful in assessing financing requirements. In particular, unassigned fund balance may serve as a useful measure of a government's net resources available for spending at the end of the fiscal year.

As of the end of the current fiscal year, governmental funds reported combined ending fund balances of $9,465,518, a change of $(337,105) in comparison to the prior year. Key elements of this change are as follows:

General fund revenues and other financing sources in excess of expenditures and other financing uses	$	156,386
Community Preservation fund revenues in excess of expenditures		399,222
Library Design fund other financing sources in excess of expenditures		34,591
Nonmajor fund expenditures and other financing uses in excess of revenues and other financing sources		(927,304)
Total	$	(337,105)

The general fund is the chief operating fund. At the end of the current fiscal year, unassigned fund balance of the general fund was $4,091,113, while total fund balance was $5,423,821. As a measure of the general fund's liquidity, it may be useful to compare both unassigned fund balance and total fund balance to total general fund expenditures. Refer to the table below.

General Fund	6/30/15	6/30/14	Change	% of Total General Fund Expenditures
Unassigned fund balance	$ 4,091,113	$ 3,531,226	$ 559,887	13.6%
Total fund balance	$ 5,423,821	$ 5,267,435	$ 156,386	18.0%

The total fund balance of the general fund changed by $156,386 during the current fiscal year. Key factors in this change are as follows:

Revenues in excess of budget	$ 548,016
Expenditures less than budget	464,060
Use of free cash and overlay surplus as a funding source	(1,026,472)
Prior year encumbrances in excess of current year encumbrances	(144,544)
Change in stabilization fund balance	13,766
Prior year snow/ice deficit raised	151,581
Other	149,979
Total	$ 156,386

Included in the total general fund balance is the Town's stabilization fund with the following balance:

	6/30/15	6/30/14	Change
General stabilization fund	$ 791,748	$ 777,982	$ 13,766

E. GENERAL FUND BUDGETARY HIGHLIGHTS

Differences between the original budget and the final amended budget resulted in an overall change in appropriations of $275,000. This increase to supplement the Finance Committee Reserve Funds and Snow & Ice Removal appropriation was funded by free cash.

F. CAPITAL ASSET AND DEBT ADMINISTRATION

Capital assets. Total investment in capital assets for governmental activities at year end amounted to $56,724,047(net of accumulated depreciation), a change of $675,177 from the prior year. This investment in capital assets includes land,

construction in progress, land improvements, buildings and building improvements, machinery, equipment and vehicles, and infrastructure.

Major capital asset events during the current fiscal year included the following:

- $932,845 for land and construction in progress, including the purchase of the Nason Property for open space, conservation and passive recreation.
- $1,800 for land improvements.
- $20,840 for building improvements at the West Library.
- $852,356 for various machinery, equipment, and vehicles, including a fire brush truck, school technology equipment, and a highway dump truck.
- $777,934 for infrastructure improvements to the Main Street/Glendale Road culverts and various Town roads.
- Loss on disposal of various assets of $(69,835).
- Current year depreciation expense of $(1,840,763).

Additional information on capital assets can be found in the Notes to Financial Statements.

Credit rating. Subsequent to June 30, 2015, the Town's Standard & Poor's credit rating was upgraded to AAA.

Long-term debt. At the end of the current fiscal year, total bonded debt outstanding was $7,839,687, all of which was backed by the full faith and credit of the government.

Additional information on long-term debt can be found in the Notes to Financial Statements.

REQUESTS FOR INFORMATION

This financial report is designed to provide a general overview of the Town of Boxford's finances for all those with an interest in the government's finances. Questions concerning any of the information provided in this report or requests for additional financial information should be addressed to:

Director of Municipal Finance/Town Accountant
Town of Boxford, Massachusetts
7A Spofford Road, 2nd Floor
Boxford, Massachusetts 01921

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF NET POSITION

JUNE 30, 2015

	Governmental Activities
ASSETS	
Current:	
Cash and short-term investments	$ 5,301,757
Investments	5,572,977
Receivables, net of allowance for uncollectibles:	
Taxes	191,693
Excises	70,770
Betterments	5,940
Noncurrent:	
Receivables, net of allowance for uncollectibles:	
Betterments	24,187
Land and construction in progress	20,591,583
Capital assets, net of accumulated depreciation	36,132,464
TOTAL ASSETS	67,891,371
LIABILITIES	
Current:	
Warrants payable	343,818
Accrued liabilities	170,409
Tax refunds payable	247,579
Notes payable	615,000
Other	112,568
Current portion of long-term liabilities:	
Bonds payable	1,088,561
Other liabilities	135,464
Noncurrent:	
Bonds payable, net of current portion	6,751,126
Other liabilities, net of current portion	1,369,418
Other post-employment benefits	6,647,189
Net pension liability	12,389,026
DEFERRED INFLOWS OF RESOURCES	143,123
TOTAL LIABILITIES AND DEFERRED INFLOWS OF RESOURCES	30,013,281
NET POSITION	
Net investment in capital assets	48,785,176
Restricted for:	
Community preservation funds	3,848,999
Grants and other statutory restrictions	836,105
Permanent funds:	
Nonexpendable	5,070
Expendable	8,762
Unrestricted	(15,606,022)
TOTAL NET POSITION	$ 37,878,090

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2015

	Expenses	Program Revenues: Charges for Services	Program Revenues: Operating Grants and Contributions	Program Revenues: Capital Grants and Contributions	Net (Expenses) Revenues and Changes in Net Position: Governmental Activities
Governmental Activities:					
General government	$ 1,877,803	$ 88,542	$ 11,699	$ 250,000	$ (1,527,562)
Public safety	2,616,710	337,828	34,852	133,000	(2,111,030)
Education	22,001,249	606,332	2,987,526	-	(18,407,391)
Public works	2,987,951	256,221	12,774	338,185	(2,380,771)
Health and human services	303,622	33,890	29,569	-	(240,163)
Culture and recreation	540,682	38,321	25,344	-	(477,017)
Insurance and benefits	2,175,263	-	1,154	-	(2,174,109)
Interest expense	266,722	-	-	-	(266,722)
Intergovernmental	139,121	-	-	-	(139,121)
Total Governmental Activities	$ 32,909,123	$ 1,361,134	$ 3,102,918	$ 721,185	(27,723,886)
General Revenues:					
Taxes					26,514,946
Excises					1,557,045
Interest, penalties, and other taxes					78,013
Grants and contributions not restricted to specific programs					852,266
Investment income					85,067
Miscellaneous					71,044
Transfers, net					(178,368)
Total general revenues					28,990,013
Change in Net Position					1,266,127
Net Position:					
Beginning of year, as restated					36,611,963
End of year					$ 37,878,090

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

BALANCE SHEET

JUNE 30, 2015

	General Fund	Community Preservation Fund	Library Design Fund	Nonmajor Governmental Funds	Total Governmental Funds
ASSETS					
Cash and short-term investments	$ 4,473,948	$ 146,097	$ 2,240	$ 679,472	$ 5,301,757
Investments	1,739,523	3,703,042	-	130,412	5,572,977
Receivables:					
Taxes	187,859	3,734	-	-	191,593
Excises	85,118	-	-	-	85,118
Other	30,127	-	-	-	30,127
TOTAL ASSETS	$ 6,516,673	$ 3,852,873	$ 2,240	$ 809,884	$ 11,181,670
LIABILITIES					
Warrants payable	$ 339,392	$ -	$ -	$ 4,426	$ 343,818
Accrued liabilities	114,826	-	-	-	114,826
Tax refunds payable	247,579	-	-	-	247,579
Notes payable	-	-	333,500	281,500	615,000
Other	112,568	-	-	-	112,568
TOTAL LIABILITIES	814,365	-	333,500	285,926	1,433,791
DEFERRED INFLOWS OF RESOURCES	278,487	3,874	-	-	282,361
FUND BALANCES					
Nonspendable	-	-	-	5,070	5,070
Restricted	-	3,848,999	-	1,034,892	4,883,891
Committed	457,654	-	-	81,729	539,383
Assigned	875,054	-	-	-	875,054
Unassigned	4,091,113	-	(331,260)	(597,733)	3,162,120
TOTAL FUND BALANCES	5,423,821	3,848,999	(331,260)	523,958	9,465,518
TOTAL LIABILITIES, DEFERRED INFLOWS OF RESOURCES AND FUND BALANCES	$ 6,516,673	$ 3,852,873	$ 2,240	$ 809,884	$ 11,181,670

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF TOTAL GOVERNMENTAL FUND BALANCES TO NET POSITION OF GOVERNMENTAL ACTIVITIES IN THE STATEMENT OF NET POSITION

JUNE 30, 2015

Total governmental fund balances	$	9,465,518
• Capital assets used in governmental activities are not financial resources and, therefore, are not reported in the funds.		56,724,047
• Revenues are reported on the accrual basis of accounting and are not deferred until collection.		178,773
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.		(55,583)
• Long-term liabilities, including bonds payable, capital leases payable, compensated absences, landfill liability, net OPEB obligation, and net pension liability are not payable in the current period; therefore, they are not reported in the governmental funds.		(28,380,784)
• Certain changes in the net pension liability, which are deferred to future reporting periods, are not reported in the governmental funds.		(53,881)
Net position of governmental activities	$	37,878,090

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GOVERNMENTAL FUNDS

STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES

FOR THE YEAR ENDED JUNE 30, 2015

	General Fund	Community Preservation Fund	Library Design Fund	Nonmajor Governmental Funds	Total Governmental Funds
Revenues:					
Taxes	$ 25,902,845	$ 619,615	$ -	$ -	$ 26,522,460
Excises	1,533,569	-	-	-	1,533,569
Interest, penalties, and other taxes	77,011	1,002	-	-	78,013
Charges for services	279,631	-	-	692,289	971,920
Licenses and permits	333,730	-	-	-	333,730
Intergovernmental	2,257,748	236,522	-	1,098,868	3,593,138
Fines and forfeitures	62,017	-	-	-	62,017
Investment income	28,710	66,356	-	2,307	97,373
Miscellaneous	49,096	-	-	76,078	125,174
Total Revenues	30,524,357	923,495	-	1,869,542	33,317,394
Expenditures:					
Current:					
General government	1,607,364	115,683	-	957,974	2,681,021
Public safety	2,533,566	-	-	180,250	2,713,816
Education	19,664,507	-	-	1,039,445	20,703,952
Public works	2,400,407	-	-	608,753	3,009,160
Health and human services	298,220	-	-	49,683	347,903
Culture and recreation	419,761	-	26,909	60,820	507,490
Insurance and benefits	2,092,824	-	-	544	2,093,368
Debt service	1,025,006	408,590	-	-	1,433,596
Intergovernmental	139,121	-	-	-	139,121
Total Expenditures	30,180,776	524,273	26,909	2,897,469	33,629,427
Excess (deficiency) of revenues over expenditures	343,581	399,222	(26,909)	(1,027,927)	(312,033)
Other Financing Sources (Uses):					
Capital lease proceeds	153,296	-	-	-	153,296
Transfers in	257,027	-	61,500	357,650	676,177
Transfers out	(597,518)	-	-	(257,027)	(854,545)
Total Other Financing Sources (Uses)	(187,195)	-	61,500	100,623	(25,072)
Change in fund balance	156,386	399,222	34,591	(927,304)	(337,105)
Fund Equity, at Beginning of Year, as restated	5,267,435	3,449,777	(365,851)	1,451,262	9,802,623
Fund Equity, at End of Year	$ 5,423,821	$ 3,848,999	$ (331,260)	$ 523,958	$ 9,465,518

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES, AND CHANGES IN FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

FOR THE YEAR ENDED JUNE 30, 2015

Net changes in fund balances - total governmental funds	$	(337,105)
• Governmental funds report capital outlays as expenditures. However, in the Statement of Activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:		
Capital outlay purchases, net		2,515,940
Depreciation		(1,840,763)
• Revenues in the Statement of Activities that do not provide current financial resources are fully deferred in the Statement of Revenues, Expenditures, and Changes in Fund Balances. Therefore, the recognition of revenue for various types of accounts receivable (e.g., property taxes) differ between the two statements. This amount represents the net change in deferred revenue.		15,965
• The issuance of long-term debt (e.g., bonds and leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the financial resources of governmental funds. Neither transaction, however, has any effect on net position:		
Issuance of debt		(153,296)
Repayments of debt		1,160,603
• In the statement of activities, interest is accrued on outstanding long-term debt, whereas in governmental funds interest is not reported until due.		6,271
• Some expenses reported in the Statement of Activities, such as compensated absences, do not require the use of current financial resources and therefore, are not reported as expenditures in the governmental funds.		(101,488)
Change in net position of governmental activities	$	1,266,127

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

GENERAL FUND

STATEMENT OF REVENUES AND OTHER SOURCES,
AND EXPENDITURES AND OTHER USES - BUDGET AND ACTUAL

FOR THE YEAR ENDED JUNE 30, 2015

	Original Budget	Final Budget	Actual Amounts (Budgetary Basis)	Variance with Final Budget Positive (Negative)
Revenues and other sources:				
Taxes	$ 25,752,864	$ 25,752,864	$ 25,752,864	$ -
Excises	1,330,252	1,330,252	1,533,569	203,317
Interest, penalties, and other taxes	76,000	76,000	77,011	1,011
Charges for services	283,000	283,000	279,631	(3,369)
Licenses and permits	279,000	279,000	333,730	54,730
Intergovernmental	2,235,565	2,235,565	2,257,748	22,183
Fines and forfeitures	90,000	90,000	62,017	(27,983)
Investment income	12,000	12,000	14,944	2,944
Miscellaneous	5,000	5,000	49,096	44,096
Transfers in	5,940	5,940	257,027	251,087
Use of fund balance	651,472	926,472	926,472	-
Other sources	100,000	100,000	100,000	-
Total Revenues and Other Sources	30,821,093	31,096,093	31,644,109	548,016
Expenditures and other uses:				
General government	1,916,623	1,839,619	1,627,032	212,587
Public safety	2,457,497	2,493,671	2,459,021	34,650
Education	19,871,627	19,871,627	19,673,240	198,387
Public works	2,020,227	2,247,618	2,350,535	(102,917)
Health and human services	278,364	305,663	300,481	5,182
Culture and recreation	438,913	455,553	434,761	20,792
Insurance and benefits	2,162,056	2,185,086	2,089,710	95,376
Debt service	1,385,084	1,385,084	1,385,081	3
Intergovernmental	139,121	139,121	139,121	-
Snow/ice deficit raised on recap	151,581	151,581	151,581	-
Transfers out	-	21,470	21,470	-
Total Expenditures	30,821,093	31,096,093	30,632,033	464,060
Excess of revenues and other sources over expenditures and other uses	$ -	$ -	$ 1,012,076	$ 1,012,076

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF FIDUCIARY NET POSITION

JUNE 30, 2015

	Other Post Employment Benefits Trust Fund	Private Purpose Trust Funds	Agency Funds
ASSETS			
Cash and short-term investments	$ -	$ 3,015	$ 61,856
Investments	879,001	46,715	37,254
User fee receivables	-	-	30,370
Total Assets	879,001	49,730	129,480
LIABILITIES AND NET POSITION			
Deposits held in escrow	-	-	76,270
Student activity funds	-	-	26,842
Other liabilities	-	-	26,368
Total Liabilities	-	-	129,480
NET POSITION			
Restricted for:			
Endowment	-	12,674	-
Unrestricted	879,001	37,056	-
Total net position held in trust	$ 879,001	$ 49,730	$ -

The accompanying notes are an integral part of these financial statements.

TOWN OF BOXFORD, MASSACHUSETTS

FIDUCIARY FUNDS

STATEMENT OF CHANGES IN FIDUCIARY NET POSITION

FOR THE YEAR ENDED JUNE 30, 2015

	Other Post Employment Benefits Trust Fund	Private Purpose Trust Funds
Additions:		
Investment income, net	$ 30,288	$ 942
Contributions	-	13,842
Total additions	30,288	14,784
Other financing sources:		
Transfers in	178,368	-
Total other financing sources	178,368	-
Deductions:		
Education	-	14,526
Total deductions	-	14,526
Net increase	208,656	258
Net position:		
Beginning of year	670,345	49,472
End of year	$ 879,001	$ 49,730

The accompanying notes are an integral part of these financial statements.

1. Summary of Significant Accounting Policies

The accounting policies of the Town of Boxford, Massachusetts (the Town) conform to generally accepted accounting principles (GAAP) as applicable to governmental units. The following is a summary of the more significant policies:

A. *Reporting Entity*

The Town is a municipal corporation governed by an elected Board of Selectmen. As required by generally accepted accounting principles, these financial statements present the government and applicable component units for which the government is considered to be financially accountable. In fiscal year 2015, it was determined that no entities met the required GASB 14 (as amended) criteria of component units.

B. *Government-Wide and Fund Financial Statements*

Government-Wide Financial Statements
The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function or segment. Program revenues include (1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as *general revenues*.

Fund Financial Statements
Separate financial statements are provided for governmental funds and fiduciary funds, even though the latter are excluded from the government-wide financial statements. Major individual governmental funds are reported as separate columns in the fund financial statements.

C. *Measurement Focus, Basis of Accounting, and Financial Statement Presentation*

Government-Wide Financial Statements

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*, as are the fiduciary fund financial statements. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. As a general rule, the effect of interfund activity has been eliminated from the government-wide financial statements.

Amounts reported as *program revenues* include (1) charges to customers or applicants for goods, services, or privileges provided, (2) operating grants and contributions, and (3) capital grants and contributions, including special assessments. Internally dedicated resources are reported as *general revenues* rather than as program revenues. Likewise, general revenues include all taxes and excises.

Fund Financial Statements

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the Town considers property tax revenues to be available if they are collected within 60 days of the end of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received by the government. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures, as well as expenditures related to compensated absences and claims and judgments, are recorded only when payment is due.

The Town reports the following major governmental funds:

- The *General Fund* is the government's primary operating fund. It accounts for all financial resources of the general government, except those required to be accounted for in another fund.
- The *Community Preservation Fund* is used to account for revenues and expenditures related to the levy of a three percent property tax surcharge that is authorized by the Community Preservation Act. This fund was established by the Town for the purpose of acquiring open land for conservation, developing affordable housing, and preserving historical property.

- The *Library Design Fund* is a capital project fund used to account for activity associated with the design of a proposed new library.

The Other Post-Employment Benefits Trust fund is used to account for the accumulation of resources to fund future health insurance benefits for qualified retirees.

The Private-Purpose Trust Funds is used to account for trust arrangements, other than those properly reported in the permanent fund, under which principal and investment income exclusively benefit individuals, private organizations, or other governments.

D. Cash and Short-Term Investments

Cash balances from all funds, except those required to be segregated by law, are combined to form a consolidation of cash. Cash balances are invested to the extent available, and interest earnings are recognized in the General Fund. Certain special revenue and fiduciary funds segregate cash, and investment earnings become a part of those funds.

Deposits with financial institutions consist primarily of demand deposits, certificates of deposits, and savings accounts. A cash and investment pool is maintained that is available for use by all funds. Each fund's portion of this pool is reflected on the combined financial statements under the caption "cash and short-term investments". The interest earnings attributable to each fund type are included under investment income.

E. Investments

State and local statutes place certain limitations on the nature of deposits and investments available. Deposits in any financial institution may not exceed certain levels within the financial institution. Non-fiduciary fund investments can be made in securities issued by or unconditionally guaranteed by the U.S. Government or agencies that have a maturity of one year or less from the date of purchase and repurchase agreements guaranteed by such securities with maturity dates of no more than 90 days from the date of purchase.

Investments for the General Fund, Community Preservation Fund and Town Trust Funds consist of bank certificates of deposit, corporate bonds, marketable securities, and U.S. Treasury/Agency securities. Investments for the OPEB Trust Fund are in the custody of the Pension Reserves Investment Management Board (PRIM). PRIM acts as trustee for investments held in the State Retirees Benefits Trust Fund (SRBT), a pooled investment fund created by legislation (Chapter 661 of the Acts of 1983). All investments are carried at market value.

F. *Property Tax Limitations*

Legislation known as "Proposition 2½" limits the amount of revenue that can be derived from property taxes. The prior fiscal year's tax levy limit is used as a base and cannot increase by more than 2.5 percent (excluding new growth) unless an override or debt exemption is voted. The actual fiscal year 2015 tax levy reflected an excess capacity of $840,472.

G. *Capital Assets*

Capital assets, which include property, plant, equipment, and infrastructure assets, are reported in the government-wide financial statements. Capital assets are defined by the Town as assets with an initial individual cost that exceeds $5,000 to $100,000, depending on the asset's category, and an estimated useful life in excess of two years. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at estimated fair market value at the date of donation.

The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend assets lives are not capitalized.

Major outlays for capital assets and improvements are capitalized as projects are constructed.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Assets	Years
Buildings	40
Building improvements	20
Infrastructure	50
Vehicles	6
Office equipment	5
Computer equipment	5

H. *Compensated Absences*

It is the Town's policy to permit eligible employees to accumulate earned but unused vacation, sick pay, and retirement benefits. All vested sick, vacation, and retirement pay is accrued when incurred in the government-wide financial statements. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements.

I. *Long-Term Obligations*

In the government-wide financial statements, long-term debt and other long-term obligations are reported as liabilities in the Statement of Net Position.

J. *Fund Equity*

Fund equity at the governmental fund financial reporting level is classified as "fund balance". Fund equity for all other reporting is classified as "net position".

Fund Balance – In general, fund balance represents the difference between current assets/deferred outflows and current liabilities/deferred inflows. The Town reserves those portions of fund balance that are legally segregated for a specific future use or which do not represent available, spendable resources and therefore, are not available for appropriation or expenditure. Unassigned fund balance indicates that portion of fund balance that is available for appropriation in future periods.

The Town's fund balance classifications are as follows:

1) Nonspendable funds are either unspendable in the current form (i.e., inventory or prepaid items) or can never be spent (i.e., cemetery perpetual care).
2) Restricted funds are used solely for the purpose for which the fund was established. In the case of special revenue funds, these funds are created by statute or otherwise have external constraints on how the funds can be expended.
3) Committed funds are reported and expended as a result of motions passed by the Town's highest decision making authority (i.e., Town Meeting).
4) Assigned funds are used for specific purposes as established by management. These funds, which include year-end budgetary encumbrances, have been assigned for specific goods and services that have been ordered but not yet paid for. This account also includes fund balance voted to be used in the subsequent fiscal year.
5) Unassigned funds are available to be spent in future periods.

When an expenditure is incurred that would qualify for payment from multiple fund balance types, the Town uses the following order to liquidate liabilities: restricted, committed, assigned and unassigned.

Net Position - Net position represents the difference between assets/deferred outflows and liabilities/deferred inflows. Net investment in capital assets, consists of capital assets, net of accumulated depreciation, reduced

by the outstanding balances of any borrowing used for the acquisition, construction or improvement of those assets. Net position is reported as restricted when there are limitations imposed on its use either through enabling legislation adopted by the Town or through external restrictions imposed by creditors, grantors, or laws or regulations of other governments. The remaining net position is reported as unrestricted.

K. Use of Estimates

The preparation of basic financial statements in conformity with generally accepted accounting principles requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosures for contingent assets and liabilities at the date of the basic financial statements, and the reported amounts of the revenues and expenditures/expenses during the fiscal year. Actual results could vary from estimates that were used.

2. Stewardship, Compliance, and Accountability

A. Budgetary Information

At the annual town meeting, the Finance Committee presents an operating and capital budget for the proposed expenditures of the fiscal year commencing the following July 1. The budget, as enacted by town meeting, establishes the legal level of control and specifies that certain appropriations are to be funded by particular revenues. The original budget is amended during the fiscal year at special town meetings as required by changing conditions. In cases of extraordinary or unforeseen expenses, the Finance Committee is empowered to transfer funds from the Reserve Fund (a contingency appropriation) to a departmental appropriation. "Extraordinary" includes expenses which are not in the usual line, or are great or exceptional. "Unforeseen" includes expenses which are not foreseen as of the time of the annual meeting when appropriations are voted.

Departments are limited to the line items as voted. Certain items may exceed the line item budget as approved if it is for an emergency and for the safety of the general public. These items are limited by the Massachusetts General Laws and must be raised in the next year's tax rate.

Formal budgetary integration is employed as a management control device during the year for the General Fund. Effective budgetary control is achieved for all other funds through provisions of the Massachusetts General Laws.

At year-end, appropriation balances lapse, except for certain unexpended capital items and encumbrances which will be honored during the subsequent year.

B. *Budgetary Basis*

The general fund final appropriation appearing on the "Budget and Actual" page of the fund financial statements represents the final amended budget after all reserve fund transfers and supplemental appropriations.

C. *Budget/GAAP Reconciliation*

The budgetary data for the general fund is based upon accounting principles that differ from generally accepted accounting principles (GAAP). Therefore, in addition to the GAAP basis financial statements, the results of operations of the general fund are presented in accordance with budgetary accounting principles to provide a meaningful comparison to budgetary data.

The following is a summary of adjustments made to the actual revenues and other sources, and expenditures and other uses, to conform to the budgetary basis of accounting.

General Fund	Revenues and Other Financing Sources	Expenditures and Other Financing Uses
Revenues/Expenditures (GAAP basis)	$ 30,524,357	$ 30,180,776
Other financing sources/uses (GAAP basis)	410,323	597,518
Subtotal (GAAP Basis)	30,934,680	30,778,294
Adjust tax revenue to accrual basis	(149,981)	-
Reverse beginning of year appropriation carryforwards from expenditures	-	(949,237)
Add end of year appropriation carryforwards to expenditures	-	804,693
Record budgeted use of free cash and overlay surplus	1,026,472	-
Reverse effect of non-budgeted State contributions for teachers' retirement	-	-
Record raising of prior year's snow and ice deficit	-	151,581
Reverse effects of combining general fund and stabilization fund (GASB54)	(13,766)	-
Reverse effect of other non-budgeted activity	(153,296)	(153,298)
Budgetary basis	$ 31,644,109	$ 30,632,033

D. Deficit Fund Equity

The following funds had deficit balances as of June 30, 2015:

Library Design project	$ (331,260)
Nonmajor Governmental Funds	
Fire station tight tanks project	(134,161)
Nason land purchase project	(124,897)
Highway Chapter 90 projects	(331,693)
Communications equipment grant	(6,982)
Subtotal	(597,733)
Total	$ (928,993)

The deficits in these funds will be eliminated through future general fund appropriations, intergovernmental revenues, bond proceeds, and transfers from other funds.

3. Cash and Short-Term Investments

Custodial Credit Risk – Deposits. Custodial credit risk is the risk that in the event of a bank failure, the Town's deposits may not be returned. Massachusetts General Law, Chapter 44, Section 55, limits the Town's deposits "in a bank or trust company or banking company to an amount not exceeding sixty percent of the capital and surplus of such bank or trust company or banking company, unless satisfactory security is given to it by such bank or trust company or banking company for such excess." The Town's policy is to minimize custodial credit risk by limiting unsecured bank deposits to no more than 5% of an institution's assets and no more than 10% of the Town's total cash.

As of June 30, 2015, none of the Town's bank balance of $5,801,331 was exposed to custodial credit risk as uninsured or uncollateralized.

4. Investments

A. Credit Risk

Generally, credit risk is the risk that the issuer of an investment will not fulfill its obligation to the holder of the investment. Investments are governed by Massachusetts General Laws, Chapter 44, Sections 54 and 55, and by the Town's investment policy, which is in full compliance with these laws. The Town's investment policy allows unlimited investment in United States Treasury and Agency obligations, as these investments carry an Aaa rating. All other investments must be in investment grade securities,

a high concentration of which must be rated A or above. As of June 30, 2015, all of the Town's investments are in compliance with these policies. Presented below is the actual Moody's rating as of June 30, 2015 for each investment type of the Town (in thousands):

Investment Type	Fair Value	Minimum Legal Rating	Exempt From Disclosure	Rating as of Year End			
				Aaa	A1	A2	Baa1
Certificates of deposit	$ 2,078	N/A	$ 2,078	$ -	$ -	$ -	$ -
U.S. Treasury notes	651	N/A	-	651	-	-	-
Federal agency securities	893	N/A	-	893	-	-	-
Corporate bonds	673	N/A	-	-	283	189	201
Corporate equities	1,002	N/A	1,002	-	-	-	-
Mutual funds	360	N/A	360	-	-	-	-
State investment pool	879	N/A	879	-	-	-	-
Total investments	$ 6,536		$ 4,319	$ 1,544	$ 283	$ 189	$ 201

B. *Custodial Credit Risk*

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investments. The Town reviews its investment firms' financial statements and the background of sales representatives, which limits exposure to only those institutions with proven financial strength, capital adequacy, and an overall affirmative reputation in the municipal industry. The Town's investment policy also requires that all securities be held in the Town's name and federal tax identification number by a third party custodian approved by the Treasurer and evidenced by safekeeping receipts showing individual CUSIP numbers for each security. In addition, as of June 30, 2015, all of the Town's investments were held in financial institutions that are members of the Securities Investor Protection Corporation (SIPC).

As of June 30, 2015, none of the Town's investments were subject to custodial credit risk.

C. *Concentration of Credit Risk*

The Town's investment policy includes a diversification concept that prohibits the over-concentration of investments in a specific instrument-type and issuer by limiting investments (other than U.S. Treasury and U.S. Agency obligations or investments fully collateralized by U.S. Treasuries or U.S. Agencies) to no more than 5% of an institution's assets and no more than 10% of the Town's cash.

As of June 30, 2015, the Town had no investments in any one issuer that exceeded these limits.

D. *Interest Rate Risk*

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. The Town's investment policy includes a diversification concept that prohibits the over-concentration of investment maturities; however, the Town places no limit on the length of maturity from date of purchase for Community Preservation, Stabilization, and Trust funds that are invested in U.S. Treasuries or U.S. Agency obligations that may be sold prior to maturity. As of June 30, 2015, the Town's investments are in compliance with these policies.

Information about the sensitivity of the fair values of the Town's investments to market interest rate fluctuations is as follows (in thousands):

		Investment Maturities (in Years)	
Investment Type	Fair Value	Less Than 1	1-5
Certificates of deposit	$ 2,078	$ 1,502	$ 576
U.S. Treasury notes	651	-	651
Federal agency securities	893	-	893
Corporate bonds	673	231	442
Total	$ 4,295	$ 1,733	$ 2,562

5. Taxes Receivable

Real estate and personal property taxes are levied and based on values assessed on January 1st of every year. Assessed values are established by the Board of Assessors for 100% of the estimated fair market value. Taxes are due on a quarterly basis and are subject to penalties and interest if they are not paid by the respective due date. Real estate and personal property taxes levied are recorded as receivables in the fiscal year they relate to.

The Town typically issues demand bills to delinquent taxpayers within one week of the original bill due date. Fourteen days after the demand notice has been sent the tax collector may proceed to file a lien against the delinquent taxpayers' property. The Town has an ultimate right to foreclose on property for unpaid taxes. Personal property taxes cannot be secured through the lien process.

Taxes receivable at June 30, 2015 consist of the following:

Real estate	$ 180,093
Personal property	750
Community preservation	3,734
Tax liens foreclosed	7,116
Total	$ 191,693

6. Allowance for Doubtful Accounts

The receivables reported in the accompanying entity-wide financial statements reflect the following estimated allowances for doubtful accounts:

	Governmental
Excises	$ 14,346

7. Capital Assets

Capital asset activity for the year ended June 30, 2015 was as follows (in thousands):

	Beginning Balance	Increases	Decreases	Ending Balance
Governmental Activities:				
Capital assets, being depreciated:				
Land improvements	$ 389	$ 75	$ -	$ 464
Buildings and building improvements	21,208	297	-	21,505
Machinery, equipment, and vehicles	4,361	987	(65)	5,283
Infrastructure	33,415	793	-	34,208
Total capital assets, being depreciated	59,373	2,152	(65)	61,460
Less accumulated depreciation for:				
Land improvements	(139)	(24)	-	(163)
Buildings and building improvements	(8,361)	(586)	-	(8,947)
Machinery, equipment, and vehicles	(2,504)	(340)	55	(2,789)
Infrastructure	(12,537)	(891)	-	(13,428)
Total accumulated depreciation	(23,541)	(1,841)	55	(25,327)
Total capital assets, being depreciated, net	35,832	311	(10)	36,133
Capital assets, not being depreciated:				
Land	19,636	945	-	20,581
Construction in progress	581	2	(573)	10
Total capital assets, not being depreciated	20,217	947	(573)	20,591
Governmental activities capital assets, net	$ 56,049	$ 1,258	$ (583)	$ 56,724

Depreciation expense was charged to functions of the Town as follows (in thousands):

Governmental Activities:	
General government	$ 214
Public safety	245
Education	344
Public works	1,008
Human services	2
Culture and recreation	28
Total depreciation expense - governmental activities	$ 1,841

8. Warrants Payable

Warrants payable represent 2015 expenditures paid by July 15, 2015 as permitted by law.

9. Accrued Liabilities

Governmental activities: This balance represents the amount accrued in the current period for interest on the Town's outstanding general obligation bonds and capital leases, as well as accrued employee payroll.

Governmental funds: This balance represents accrued employee payroll.

10. Tax Refunds Payable

This balance consists of an estimate of refunds due to property taxpayers for potential abatements. These cases are currently pending with the state Appellate Tax Board and the State courts.

11. Notes Payable

The Town had the following bond anticipation notes outstanding at June 30, 2014:

	Interest Rate	Date of Issue	Date of Maturity	Balance at 6/30/15
Library Design	0.45%	10/03/14	10/02/15	$ 333,500
Nason Land Acquisition	0.45%	10/03/14	10/02/15	128,500
Fire Station Drains	0.45%	10/03/14	10/02/15	153,000
Total				$ 615,000

The following summarizes activity in notes payable during fiscal year 2015:

	Balance Beginning of Year	New Issues	Maturities	Balance End of Year
Library Design	$ 395,000	$ 333,500	$ (395,000)	$ 333,500
Nason Land Acquisition	448,650	128,500	(448,650)	128,500
Fire Station Drains	183,500	153,000	(183,500)	153,000
Total	$ 1,027,150	$ 615,000	$ (1,027,150)	$ 615,000

12. Capital Lease Obligations

The Town is the lessee of certain equipment under a capital lease expiring in fiscal year 2017. Future minimum lease payments under this capital lease consisted of the following as of June 30, 2015:

Fiscal Year	Capital Leases
2016	$ 52,041
2017	52,041
Total minimum lease payments	104,082
Less amounts representing interest	2,826
Present Value of Minimum Lease Payments	$ 101,256

13. Long-Term Debt

A. General Obligation Bonds

The Town issues general obligation bonds to provide funds for the acquisition and construction of major capital facilities. General obligation bonds currently outstanding are as follows:

Governmental Activities:	Amount of Original Issue	Serial Maturities Through	Interest Rate(s) %	Amount Outstanding as of 6/30/15
Bonds payable - Inside the Debt Limit				
Lockwood/Lord/Haynes land - refunding	$ 943,000	06/15/17	2.21%	$ 195,000
Fire truck refunding	60,000	08/15/17	0.91%	45,000
Police station refunding	1,367,000	08/15/20	1.18%	882,000
Town Hall construction refunding	1,955,000	08/15/22	1.36%	1,720,000
Sawyer/Richardson land refunding	1,393,000	08/15/22	1.38%	1,228,000
Spofford Pond Road drainage refunding	85,000	08/15/22	1.35%	75,000
Anvil Farm land acquisition	850,000	06/15/26	3.90%	500,000
Haynes land acquisition	1,900,000	06/15/27	3.94%	1,200,000
Lincoln Hall building renovations	675,000	06/15/27	3.93%	420,000
School remodeling	355,000	09/15/27	1.60%	305,000
Land acquisition	190,000	09/15/27	1.55%	160,000
Fire truck	430,000	09/15/27	1.70%	380,000
Dump truck	205,000	09/15/22	1.24%	160,000
Bonds payable - Outside the Debt Limit				
School construction - refunding	310,500	06/15/16	2.12%	50,000
Landfill closure - refunding	456,500	06/15/17	2.24%	105,000
Title V MWPAT - Loan 1	200,000	08/01/18	0.00%	43,472
Title V MWPAT - Loan 2	48,524	02/01/21	0.00%	16,215
Water treatment plant	400,000	09/15/27	1.70%	355,000
Total Governmental Activities:	$ 11,823,524			$ 7,839,687

B. Future Debt Service

The annual payments to retire all general obligation long-term debt outstanding as of June 30, 2015 are as follows:

Governmental	Principal	Interest	Total
2016	$ 1,088,561	$ 228,781	$ 1,317,342
2017	1,008,562	196,319	1,204,881
2018	858,561	164,569	1,023,130
2019	838,562	137,469	976,031
2020	817,693	112,169	929,862
2021 - 2025	2,612,748	268,669	2,881,417
2026 - 2028	615,000	29,463	644,463
Total	$ 7,839,687	$ 1,137,439	$ 8,977,126

The following governmental funds have been designated as the sources to repay the governmental-type general obligation long-term debt outstanding as of June 30, 2015:

General fund	$ 4,991,687
Community preservation fund	2,848,000
Total	$ 7,839,687

C. *Changes in General Long-Term Liabilities*

During the year ended June 30, 2015, the following changes occurred in long-term liabilities (in thousands):

	Total Balance 7/1/14	Additions	Reductions	Total Balance 6/30/15	Less Current Portion	Equals Long-Term Portion 6/30/15
Governmental Activities						
Bonds payable	$ 8,948	$ -	$ (1,108)	$ 7,840	$ (1,089)	$ 6,751
Other:						
Capital leases payable	-	153	(52)	101	(50)	51
Compensated absences	389	25	(27)	387	(39)	348
Landfill postclosure	1,061	-	(45)	1,016	(46)	970
OPEB	6,552	95	-	6,647	-	6,647
Net pension liability	12,390	-	(1)	12,389	-	12,389
Totals	$ 29,340	$ 273	$ (1,233)	$ 28,380	$ (1,224)	$ 27,156

14. Landfill Postclosure Care Costs

The Town's landfill was closed and capped in the spring of 2001. State and Federal laws and regulations require the Town to perform certain maintenance and monitoring functions at the site of its capped landfill for thirty years after closure. These *postclosure care* costs are reported as a long-term liability in the government-wide financial statements, and a portion of the liability is expensed each year. The amount of the postclosure care liability and the portion of costs expensed each year are based on estimates provided by management. In 1999, the Town issued $1,050,000 in general obligation bonds to fund estimated closure and monitoring costs.

15. Deferred Inflows of Resources

Deferred inflows of resources are the acquisition of net assets by the Town that are applicable to future reporting periods. Deferred inflows of resources have a negative effect on net position, similar to liabilities.

The following is a summary of deferred inflow of resources balances as of June 30, 2015:

	Entity-wide Basis	Fund Basis	
	Governmental Activities	Governmental Funds	
		General Fund	CPA Fund
Unavailable revenues	$ 30,127	$ 221,265	$ 1,981
Taxes collected in advance	59,115	57,222	1,893
Net difference between projected and actual earnings on pension plan investments	53,881	-	-
Totals	$ 143,123	$ 278,487	$ 3,874

16. Restricted Net Position

The accompanying entity-wide financial statements report restricted net position when external constraints from grantors or contributors are placed on net position.

Permanent fund restricted net position is segregated between nonexpendable and expendable. The nonexpendable portion represents the original restricted principal contribution, and the expendable represents accumulated earnings which are available to be spent based on donor restrictions.

17. Governmental Funds - Balances

Fund balances are segregated to account for resources that are either not available for expenditure in the future or are legally set aside for a specific future use.

The Town has implemented GASB Statement No. 54 (GASB 54), *Fund Balance Reporting and Governmental Fund Type Definitions*, which enhances the usefulness of fund balance information by providing clearer fund balance classifications that can be more consistently applied and by clarifying existing governmental fund type definitions.

The following types of fund balances are reported as of June 30, 2015:

Nonspendable - Represents amounts that cannot be spent because they are either (a) not in spendable form or (b) legally or contractually required to be maintained intact. This fund balance includes nonmajor governmental fund reserves for the principal portion of permanent funds.

Restricted - Represents amounts that are restricted to specific purposes by constraints externally imposed by creditors, grantors, contributors, or laws and regulations of other governments, or constraints imposed by law through constitutional provisions or enabling legislation. This fund balance classification includes Community Preservation funds, various special revenue and expendable trust funds, capital projects funded by borrowing and state grants, and the income portion of permanent funds.

Committed - Represents amounts that can only be used for specific purposes pursuant to constraints imposed by formal action of the Town's highest decision making authority. This fund balance classification includes general fund encumbrances for non-lapsing, special article appropriations approved at Town Meeting and capital project and expendable trust funds funded by general fund appropriations.

Assigned - Represents amounts that are constrained by the Town's intent to use these resources for a specific purpose. This fund balance classification includes general fund encumbrances that have been established by various Town departments for the expenditure of current year budgetary financial resources upon vendor performance in the subsequent budgetary period, the

remaining balance of premiums received on the issuance of excluded debt, and general fund surplus fund balance that has been appropriated as a funding source for the subsequent fiscal period.

Unassigned – Represents amounts that are available to spend in future periods. This fund balance classification includes general fund surplus fund balance and various special revenue and capital project temporary deficit fund balances.

Following is a breakdown of the Town's fund balance as of June 30, 2015:

	General Fund	Community Preservation Fund	Library Design Fund	Nonmajor Governmental Funds	Total Governmental Funds
Nonspendable					
Nonexpendable permanent funds	$ -	$ -	$ -	$ 5,070	$ 5,070
Total Nonspendable	-	-	-	5,070	5,070
Restricted					
Community preservation funds	-	3,848,999	-	-	3,848,999
Special revenue funds:					
School revolving funds	-	-	-	474,879	474,879
Town revolving funds	-	-	-	157,662	157,662
Federal grants	-	-	-	31,382	31,382
State grants	-	-	-	58,089	58,089
Gifts	-	-	-	58,939	58,939
Expendable trust funds	-	-	-	57,710	57,710
Capital projects funded by borrowing	-	-	-	187,468	187,468
Expendable permanent funds	-	-	-	8,763	8,763
Total Restricted	-	3,848,999	-	1,034,892	4,883,891
Committed					
Expendable trust funds	-	-	-	67,288	67,288
Capital projects funded by appropriation	-	-	-	14,441	14,441
Article carryforwards	457,654	-	-	-	457,654
Total Committed	457,654	-	-	81,729	539,383
Assigned					
Encumbrances	347,039	-	-	-	347,039
Designated fund balance	25,776	-	-	-	25,776
Appropriated fund balance	502,239	-	-	-	502,239
Total Assigned	875,054	-	-	-	875,054
Unassigned					
General fund	3,299,365	-	-	-	3,299,365
Stabilization fund	791,748	-	-	-	791,748
Special revenue fund deficits	-	-	-	(6,982)	(6,982)
Capital project fund deficits	-	-	(331,260)	(590,751)	(922,011)
Total Unassigned	4,091,113	-	(331,260)	(597,733)	3,162,120
Total Fund Balances	$ 5,423,821	$ 3,848,999	$ (331,260)	$ 523,958	$ 9,465,518

18. General Fund Unassigned Fund Balance

The unassigned general fund balance reported on the balance sheet is stated in accordance with generally accepted accounting principles (GAAP), which differs in certain respects from the Massachusetts Uniform Municipal

Accounting System (UMAS). The following paragraphs summarize the major differences.

Massachusetts general laws include provisions to allow municipalities to over-expend certain appropriations if they are incurred in an emergency situation and for the safety of the public. The most common example involves the "snow and ice" appropriation. All such overexpenditures, however, must be funded in the subsequent year's tax rate.

The accompanying financial statements include an estimate for future potential tax refunds, which is not recognized under UMAS.

The following summarizes the specific differences between GAAP basis and budgetary basis of reporting the general fund unassigned fund balance:

GAAP basis balance	$ 4,091,113
Snow and ice deficit	151,581
Appellate tax board cases	247,579
Stabilization fund	(791,748)
Statutory (UMAS) Balance	$ 3,698,525

19. Subsequent Events

Debt

Subsequent to June 30, 2015, the Town has incurred the following additional debt:

	Amount	Interest Rate	Issue Date	Maturity Date
General obligation bonds	$ 1,202,000	2.0% - 4.0%	10/01/15	10/01/25

20. Commitments and Contingencies

Outstanding Legal Issues - There are several pending legal issues in which the Town is involved. The Town's management is of the opinion that the potential future settlement of such claims would not materially affect its financial statements taken as a whole.

Grants - Amounts received or receivable from grantor agencies are subject to audit and adjustment by grantor agencies, principally the federal government. Any disallowed claims, including amounts already collected, may constitute a liability of the applicable funds. The amount of expenditures which may be disallowed by the grantor cannot be determined at this time, although the Town expects such amounts, if any, to be immaterial.

21. Post-Employment Healthcare and Life Insurance Benefits

GASB Statement 45, *Accounting and Financial Reporting by Employers for Postemployment Benefits Other Than Pensions,* requires governments to account for other post-employment benefits (OPEB), primarily healthcare, on an accrual basis rather than on a pay-as-you-go basis. The effect is the recognition of an actuarially required contribution as an expense on the Statement of Activities when a future retiree earns their post-employment benefits, rather than when they use them. To the extent that an entity does not fund their actuarially required contribution, a post-employment benefit liability is recognized on the Statement of Net Position over time.

A. Plan Description

In addition to providing the pension benefits described in Note 22, the Town provides post-employment medical and prescription drug benefits for eligible retirees. The benefit levels, employee contributions and employer contributions are governed by Chapter 32 of the Massachusetts General Laws. As of July 1, 2013, the most recent actuarial valuation date, approximately 191 active and 101 retirees/disabled employees meet the eligibility requirements. The plan does not issue a separate financial report.

B. Benefits Provided

The Town provides comprehensive medical insurance to all eligible retirees through a variety of plans from Blue Cross Blue Shield of Massachusetts. All active employees who retire from the Town and meet the eligibility criteria are eligible to receive these benefits.

C. Funding Policy

Retirees contribute between 21% and 50% for Individual and Family medical plans, depending on the chosen coverage level and plan. The Town contributes the remainder of all retiree health plan costs on a pay-as-you-go basis.

D. Annual OPEB Costs and Net OPEB Obligation

The Town's fiscal year 2015 annual OPEB expense is calculated based on the annual required contribution of the employer (ARC), an amount actuarially determined in accordance with the parameters of GASB Statement No. 45. The ARC represents a level of funding that, if paid on an ongoing basis, is projected to cover the normal cost per year and amortize the unfunded actuarial liability over a period of thirty years.

The following table shows the components of the Town's annual OPEB cost for the year ending June 30, 2015, the amount actually contributed to the plan, and the change in the Town's net OPEB obligation based on an actuarial valuation as of July 1, 2013.

Annual Required Contribution (ARC)	$ 1,332,591
Interest on net OPEB obligation	262,074
Adjustment to ARC	(364,321)
Amortization of actuarial (gains) / losses	(497,828)
Annual OPEB cost	732,516
Expected employer contributions	(437,179)
Contribution to trust fund over 30 years	(200,000)
Increase (decrease) in net OPEB obligation	95,337
Net OPEB obligation - beginning of year	6,551,852
Net OPEB obligation - end of year	$ 6,647,189

The Town's annual OPEB cost, the percentage of annual OPEB cost contributed to the plan, and the net OPEB obligation for the 2015 fiscal year and the two preceding years were as follows:

Fiscal Year Ended	Annual OPEB Cost	Percentage of OPEB Cost Contributed	Net OPEB Obligation
2013	$ 1,660,693	30.47%	$ 6,567,154
2014	$ 671,984	102.28%	$ 6,551,852
2015	$ 732,516	86.98%	$ 6,647,189

The Town's net OPEB obligation as of June 30, 2015 is recorded as a noncurrent liability in the Statement of Net Position.

E. *Funded Status and Funding Progress*

The funded status of the plan as of July 1, 2013, the date of the most recent actuarial valuation was as follows:

Actuarial accrued liability (AAL)	$ 10,909,192
Actuarial value of plan assets	283,207
Unfunded actuarial accrued liability (UAAL)	$ 10,625,985
Funded ratio (actuarial value of plan assets/AAL)	2.6%
Covered payroll (active plan members)	$ 9,961,028
UAAL as a percentage of covered payroll	106.7%

Actuarial valuations of an ongoing plan involve estimates of the value of reported amounts and assumptions about the probability of occurrence of events far into the future. Examples include assumptions about future

employment, mortality, and healthcare cost trends. Amounts determined regarding the funded status of the plan and the employer's annual required contributions are subject to continual revision as actual results are compared with past expectations and new estimates are made about the future. The Schedule of Funding Progress, presented as required supplementary information following the Notes to Financial Statements, presents multiyear trend information that shows whether the actuarial value of plan assets is increasing or decreasing over time relative to the actuarial accrued liabilities for benefits.

F. Actuarial Methods and Assumptions

Projections of benefits for financial reporting purposes are based on the substantive plan (the plan as understood by the Town and plan members) and include the types of benefits provided at the time of each valuation and the historical pattern of sharing of benefit costs between the Town and plan members to that point. The actuarial methods and assumptions used include techniques that are designed to reduce the effects of short-term volatility in actuarial accrued liabilities and the actuarial value of assets, consistent with the long-term perspective of the calculations.

In the July 1, 2013 actuarial valuation, the Projected Unit Credit actuarial cost method was used. The actuarial value of assets is equal to the market value of the plan's assets. The actuarial assumptions included a 4.0% investment rate of return and an FY 2013 healthcare trend rate of 6.0% graded down to 5.0% through FY 2015. It was assumed that 80% of employees eligible to receive retirement benefits would enroll in the retiree medical plans upon retirement. The UAAL is amortized at 4.5% per year over a period of thirty years at transition, with annual compensation increases of 3.0% and a general inflation assumption of 2.5% per annum. As of July 1, 2013, the most recent actuarial valuation date, the Town's remaining amortization period was 24 years.

G. Masconomet Regional School District – Unfunded OPEB Liability

The Town is a member of the Masconomet Regional School District (District). As of July 1, 2012, the District's most recent actuarial valuation, the District's unfunded actuarially accrued OPEB liability was $44,920,000, which will be funded by future operating assessments to the District's member towns. In fiscal year 2015, the Town's portion of the District's annual operating assessment was 38.06%.

22. Essex Regional Retirement System

The Town follows the provisions of GASB Statement No. 68, *Accounting and Financial Reporting for Pensions – An Amendment of GASB Statement No. 27,* with respect to the employees' retirement funds.

A. *Plan Description*

Substantially all Town employees (except teachers and administrators under contract employed by the School Department) are members of the Essex Regional Retirement System (the System), a cost sharing, multiple-employer public employee retirement system (PERS). Eligible employees must participate in the System, which provides pension benefits, deferred allowances, and death and disability benefits. The System's authority is established by Chapter 32 of the Massachusetts General Laws, which also governs member contribution percentages and benefits paid. The System's Board of Directors does not have the authority to amend benefit provisions. Additional information is disclosed in the System's annual financial reports, which are publically available at the System's administrative offices at 491 Maple Street, Suite 202, Danvers, Massachusetts 01923-4025. Reports are also available on the System's website at www.essexregional.com.

B. *Benefits Provided*

The System provides for retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. Benefit payments are based upon a member's age, length of creditable service, level of compensation and group classification. Members become vested after 10 years of creditable service. A retirement allowance may be received upon reaching age 65 or upon attaining 20 years of creditable service. The plan also provides for early retirement at age 55 if the participant (1) has a record of 10 years of creditable service; (2) was on the Town's payroll on January 1, 1978; (3) voluntarily left Town employment on or after that date; and (4) left accumulated annuity deductions in the plan.

A retirement allowance consists of two parts: an annuity and a pension. A member's accumulated total contributions and a portion of the interest they generate constitutes the annuity. The difference between the total retirement allowance and the annuity is the pension. The average retirement benefit is approximately 80-85% pension and 15-20% annuity.

Per Chapter 176 of the Acts of 2011, for members who retire on or after April 2, 2012, if in the 5 years of creditable service immediately preceding retirement, the difference in the annual rate of regular compensation between any 2 consecutive years exceeds 100 percent, the normal yearly amount of the retirement allowance shall be based on the average annual rate of regular compensation received by the member during the period of 5 consecutive years preceding retirement.

Employees who resign from service and who are not eligible to receive a retirement allowance or are under the age of 55 are entitled to request a refund of their accumulated total deductions. In addition, depending upon the number of years of creditable service, such employees are entitled to receive zero, fifty, or one hundred percent of the regular interest which

has accrued upon those deductions. However, effective July 1, 2010, members voluntarily withdrawing with less than 10 years of creditable service get interest credited each year at a rate of 3% and do not forfeit any interest previously earned on their contributions.

C. *Contributions*

Participants contribute a set percentage of their gross regular compensation annually. Employee contribution percentages are specified in Chapter 32 of the Massachusetts General Laws. An employee's individual contribution percentage is determined by their date of entry into the System. In addition, all employees hired after January 1, 1979 contribute an additional 2% on all gross regular compensation over the rate of $30,000 per year. The percentages are as follows:

Before January 1, 1975	5%
January 1, 1975 - December 31, 1983	7%
January 1, 1984 - June 30, 1996	8%
Beginning July 1, 1996	9%

Employers are required to contribute at actuarially determined rates as accepted by the Public Employee Retirement Administration Commission (PERAC).

The Town's contribution to the System for the year ended June 30, 2015 was $936,588, which was equal to its annual required contribution.

D. *Summary of Significant Accounting Policies*

For purposes of measuring the net pension liability, deferred outflows of resources and deferred inflows of resources related to pensions and pension expense, information about the fiduciary net position of the System, and additions to/deductions from the System's fiduciary net position have been determined on the same basis as they are reported by the System. For this purpose, benefit payments (including refunds of employee contributions) are recognized when due and payable in accordance with benefit terms. Investments are reported at fair value.

E. *Pension Liabilities, Pension Expense, and Deferred Outflows of Resources and Deferred Inflows of Resources Related to Pensions*

At June 30, 2015, the Town reported a liability of $12,389,026 for its proportionate share of the System's total net pension liability. The net pension liability was measured as of December 31, 2014, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of January 1, 2014. The Town's proportion of the net pension liability was based on an actuarially determined projection of the Town's long-term share of contributions to the pension plan relative to the

projected contributions of all participating employers. At December 31, 2014, the Town's proportion was 3.652%.

For the year ended June 30, 2015, the Town recognized total pension expense of $989,366. In addition, the Town reported deferred inflows of resources related to pensions from the following source:

	Deferred Inflows of Resources
Net difference between projected and actual earnings on pension plan investments	$ 53,881
Total	$ 53,881

Amounts reported as deferred inflows of resources related to pensions will be recognized in pension expense as follows:

Year ended June 30:	
2016	$ 13,470
2017	13,470
2018	13,470
2019	13,471
Total	$ 53,881

F. *Actuarial Assumptions*

The total pension liability was determined by an actuarial valuation as of January 1, 2014, using the following actuarial assumptions, applied to all periods included in the measurement that was updated to a measurement date of December 31, 2014:

COLA	3% of the first $13,000	
Salary increases	Select and ultimate:	
	Year 1	7.50%
	Year 2	6.50%
	Year 3	6.00%
	Year 4	5.50%
	Year 5	5.00%
	Thereafter	3.75%
Investment rate of return	8.00%	

Mortality rates were based on the RP-2000 mortality table (sex-distinct, healthy employees for actives and healthy annuitants for retirees) pro-

jected with scale BB and Generational Mortality. For members retired under an Accidental Disability (job-related), 40% of deaths are assumed to be from the same cause as the disability. Disabled mortality is the healthy retiree table ages set forward 2 years.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates of return (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target asset allocation percentage adjusted by a 3.00% inflation assumption. Best estimates of arithmetic real rates of return for each major asset class included in the pension plan's target asset allocation as of January 1, 2014 are summarized in the following table:

Asset Class	Target Asset Allocation	Expected Real Rate of Return Geometric Average
Core Bonds	13.00%	0.97%
Value-Added Bonds	10.00%	3.80%
Large Cap Equities	14.50%	4.61%
Mid/Small Cap Equities	3.50%	4.85%
International Equities	16.00%	5.10%
Emerging Market Equities	6.00%	6.31%
Private Equity	10.00%	6.55%
Real Estate	10.00%	3.40%
Timber/Natural Resources	4.00%	3.64%
Hedge Funds	9.00%	3.64%
Cash/Portfolio Completion	4.00%	0.00%
Total	100.00%	

G. *Discount Rate*

The discount rate used to measure the total pension liability was 8.00%. The projection of cash flows used to determine the discount rate assumed plan member contributions at the current contribution rate and employer contributions at rates equal to the actuarially determined contribution rates. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments to current active and inactive plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

H. Sensitivity of the Town's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate

The following presents the Town's proportionate share of the net pension liability calculated using the discount rate of 8.00%, as well as what the Town's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1 percentage-point lower (7.00%) or 1 percentage-point higher (9.00%) than the current rate:

Fiscal Year Ended	1% Decrease (7.00%)	Current Discount Rate (8.00%)	1% Increase (9.00%)
June 30, 2015	$ 15,312,974	$ 12,389,026	$ 10,036,267

I. Pension Plan Fiduciary Net Position

Detailed information about the pension plan's fiduciary net position is available in the System's separately issued financial report.

23. Massachusetts Teachers' Retirement System (MTRS)

A. Plan Description

The Massachusetts Teachers' Retirement System (MTRS) is a public employee retirement system (PERS) that administers a cost-sharing multi-employer defined benefit plan, as defined in Governmental Accounting Standards Board (GASB) Statement No. 67, *Financial Reporting for Pension Plans*. MTRS is managed by the Commonwealth on behalf of municipal teachers and municipal teacher retirees. The Commonwealth is a nonemployer contributor and is responsible for all contributions and future benefit requirements of the MTRS. The MTRS covers certified teachers in cities (except Boston), towns, regional school districts, charter schools, educational collaboratives, and Quincy College. The MTRS is part of the Commonwealth's reporting entity and does not issue a stand-alone audited financial report.

Management of MTRS is vested in the Massachusetts Teachers' Retirement Board (MTRB), which consists of seven members—two elected by the MTRS members, one who is chosen by the six other MTRB members, the State Treasurer (or their designee), the State Auditor (or their designee), a member appointed by the Governor, and the Commissioner of Education (or their designee), who serves ex-officio as the Chairman of the MTRB.

B. Benefits Provided

MTRS provides retirement, disability, survivor, and death benefits to members and their beneficiaries. Massachusetts General Laws (MGL)

establishes uniform benefit and contribution requirements for all contributory PERS. These requirements provide for superannuation retirement allowance benefits up to a maximum of 80% of a member's highest three-year average annual rate of regular compensation. For employees hired after April 1, 2012, retirement allowances are calculated on the basis of the last five years or any five consecutive years, whichever is greater in terms of compensation. Benefit payments are based upon a member's age, length of creditable service, and group creditable service, and group classification. The authority for amending these provisions rests with the Legislature.

Members become vested after ten years of creditable service. A superannuation retirement allowance may be received upon the completion of twenty years of creditable service or upon reaching the age of 55 with ten years of service. Normal retirement for most employees occurs at age 65. Most employees who joined the system after April 1, 2012 cannot retire prior to age 60.

The MTRS' funding policies have been established by Chapter 32 of the MGL. The Legislature has the authority to amend these policies. The annuity portion of the MTRS retirement allowance is funded by employees, who contribute a percentage of their regular compensation. Costs of administering the plan are funded out of plan assets.

C. *Contributions*

Member contributions for MTRS vary depending on the most recent date of membership:

Hire Date	% of Compensation
Prior to 1975	5% of regular compensation
1975 - 1983	7% of regular compensation
1984 to 6/30/1996	8% of regular compensation
7/1/1996 to present	9% of regular compensation
7/1/2001 to present	11% of regular compensation (for teachers hired after 7/1/01 and those accepting provisions of Chapter 114 of the Acts of 2000)
1979 to present	An additional 2% of regular compensation in excess of $30,000

D. *Actuarial Assumptions*

The total pension liability for the June 30, 2014 measurement date was determined by an actuarial valuation as of January 1, 2014 rolled forward to June 30, 2014. The total pension liability for the June 30, 2013 measurement date was determined by an actuarial valuation as of January 1, 2014, rolled back to June 30, 2013. This valuation used the following assumptions:

- (a) 8.0% investment rate of return, (b) 3.5% interest rate credited to the annuity savings fund and (c) 3.0% cost of living increase per year.
- Salary increases are based on analyses of past experience but range from 4.0% to 7.5% depending on length of service.
- Mortality rates were as follows:
 - Pre-retirement - reflects RP-2000 Employees table adjusted for "white-collar" employment projected 22 years with Scale AA (gender distinct)
 - Post-retirement - reflects RP-2000 Healthy Annuitant table adjusted for large annuity amounts and projected 17 years with Scale AA (gender distinct)
 - Disability – reflects RP-2000 Healthy Annuitant table adjusted for large annuity amounts and projected 17 years with Scale AA (gender distinct) set forward 3 years for males.

Investment assets of the MTRS are with the Pension Reserves Investment Trust (PRIT) Fund. The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future rates of return by the target asset allocation percentage. Best estimates of geometric rates of return for each major asset class included in the PRIT Fund's target asset allocation as of June 30, 2014 and 2013 are summarized in the following table:

		Long-Term Expected Real Rate of Return	
Asset Class	Target Allocation	2014	2013
Global equity	43.0%	7.2%	7.70%
Core fixed income	13.0%	2.5%	2.00%
Hedge funds	10.0%	5.5%	4.75%
Private equity	10.0%	8.8%	9.00%
Real estate	10.0%	6.3%	6.00%
Value added fixed income	10.0%	6.3%	6.30%
Timeber/natural resources	4.0%	5.0%	5.00%
Total	100.0%		

E. Discount Rate

The discount rate used to measure the total pension liability was 8.0%. The projection of cash flows used to determine the discount rate assumed that plan member contributions will be made at the current contribution

rates and the Commonwealth's contributions will be made at rates equal to the difference between actuarially determined contribution rates and the member rates. Based on those assumptions, the net position was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

F. Sensitivity Analysis

The following illustrates the sensitivity of the collective net pension liability to changes in the discount rate. In particular, the table presents the MTRS collective net pension liability assuming it was calculated using a single discount rate that is one-percentage-point lower or one-percentage-point higher than the current discount rate (amounts in thousands):

Fiscal Year Ended	1% Decrease to 7%	Current Discount Rate 8%	1% Increase to 9%
June 30, 2013	$ 21,427,000	$ 17,234,000	$ 13,672,000
June 30, 2014	$ 20,247,000	$ 15,896,000	$ 12,200,000

G. Town Proportions

In fiscal year 2014, (the most recent measurement period), the Town's proportionate share of the MTRS' collective net pension liability and pension expense was $14,685,326 and $1,020,260 respectively, based on an employer allocation proportion of 0.092382%.

24. Risk Management

The Town is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; and natural disasters for which the Town carries commercial insurance. There were no significant reductions in insurance coverage from the previous year and have been no material settlements in excess of coverage in any of the past three fiscal years.

25. Beginning Net Position Restatement

The Town implemented GASB Statement No. 68 in fiscal year 2015. As a result of this implementation, the beginning (July 1, 2014) net position of the Town has been restated as follows:

Government-Wide Financial Statements:

	Governmental Activities
As previously reported	$ 49,002,092
GASB 68 Implementation	(12,390,129)
As restated	$ 36,611,963

26. Beginning Fund Balance Reclassification

The Town's major governmental funds for fiscal year 2015, as defined by GASB Statement No. 34, have changed from the previous fiscal year. Accordingly, the following reconciliation is provided:

	Fund Equity 6/30/14 (as previously reported)	Reclassification	Fund Equity 6/30/14 (as restated)
Nason Land Fund	$ (15,264)	$ 15,264	$ -
Nonmajor Governmental Funds	1,466,526	(15,264)	1,451,262
Total	$ 1,451,262	$ -	$ 1,451,262

TOWN OF BOXFORD, MASSACHUSETTS
SCHEDULE OF FUNDING PROGRESS
REQUIRED SUPPLEMENTARY INFORMATION
June 30, 2015
(Unaudited)
(Amounts Expressed in thousands)

Other Post-Employment Benefits

Actuarial Valuation Date	Actuarial Value of Assets (a)	Actuarial Accrued Liability (AAL) - Entry Age (b)	Unfunded AAL (UAAL) (b-a)	Funded Ratio (a/b)	Covered Payroll (c)	UAAL as a Percentage of Covered Payroll [(b-a)/c]
07/01/07	$ -	$ 16,188	$ 16,188	0%	N/A	N/A
07/01/09	$ -	$ 15,839	$ 15,839	0%	N/A	N/A
07/01/11	$ -	$ 16,318	$ 16,318	0%	$ 34,392	47%
07/01/13	$ 283	$ 10,909	$ 10,626	3%	$ 9,961	107%

See Independent Auditors' Report.

TOWN OF BOXFORD, MASSACHUSETTS

SCHEDULE OF PROPORTIONATE SHARE
OF THE NET PENSION LIABILITY

REQUIRED SUPPLEMENTARY INFORMATION

JUNE 30, 2015
(Unaudited)

Essex Regional Retirement System:	2015
Proportion of the net pension liability	3.652%
Proportionate share of the net pension liability	$ 12,389,026
Covered-employee payroll	$ 4,880,552
Proportionate share of the net pension liability as a percentage of covered-employee payroll	253.8%
Plan fiduciary net position as a percentage of the total pension liability	52.3%

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available

See Independent Auditors' Report.

TOWN OF BOXFORD, MASSACHUSETTS

SCHEDULE OF CONTRIBUTIONS
REQUIRED SUPPLEMENTARY INFORMATION
JUNE 30, 2015
(Unaudited)

Essex Regional Retirement System:	2015
Contractually required contribution	$ 936,588
Contributions in relation to the contractually required contribution	936,588
Contribution deficiency (excess)	$ -
Covered-employee payroll	$ 4,880,552
Contributions as a percentage of covered-employee payroll	19.2%
Massachusetts Teachers' Retirement System:	
Town's proportionate share of Massachusetts' Teachers Retirement System pension expense funded by the Commonwealth of Massachusetts on behalf of the Town	$ 1,020,260

Schedules are intended to show information for 10 years. Additional years will be displayed as they become available

See Independent Auditors' Report.

FINANCE COMMMITTEE

The Finance Committee had another unique and quite interesting year. Geoff Buswick, who had served as an incredibly skilled and knowledgeable Chairman, stepped down not only from that position, but from the committee itself. His input and wisdom will not easily be replaced. Michael White, Vice-Chairman for several years, became Chairman. Joyce Ricklefs, long time Chairperson of the Capital Budget Committee, became the Vice-Chair. Given the resignation of Geoff, as well as Bill Shickolovich, who had added significantly to the FinCom knowledge base, two new members were appointed. Kayla Aikins and Jeff Yespy, both with excellent financial backgrounds and a desire to help the Town keep its good financial standing.

Going forward, the mixture of new blood and experienced members made up a committee which would try to guide the town through these unusual times of rising costs in spite of little or no inflation. The Committee continues to strongly maintain that the Town should use recurring revenues to fund recurring expenses. It is easy enough to say such, but in these times it is often difficult to adhere to.

The budget for FY2016 (July1, 2015- June 30, 2016) was presented at the May, 2015 Town Meeting and was easily passed. Free cash was certified in the fall of 2015 at $3,017,426, an unusually high number which bodes well for upcoming needed capital and other non-ordinary expenditures.

Kathy Benevento, Finance Director, continued to serve the Town and the Finance Committee in an exemplary manner. All members of the FinCom will be eternally grateful for her efficiency, intelligence, and good humor.

Again, without making value judgments, the FinCom dealt with very large overrides from the Elementary Schools as well as from Masconomet, and also the seemingly endless controversies of town building needs and maintenance - both current buildings and proposed new structures. It is up to the Town, via Town meetings, to set priorities. The FinCom can only put forward our proposed budget. Over the past two years, at Town Meeting, the town has voted budgets which resulted in a >14% increase in taxes (while inflation was <3%). Not ideal. The reality of this situation has led to both private citizens, as well as town entities, to endeavor to come up with a more cohesive plan on how to alleviate this rapidly rising burden on the taxpayers. Of course, getting the proper votes to enact such proposals will be an interesting situation. But identifying, and acknowledging a problem is the first step towards solution.

Our pension and post-employment benefit (OPEB) costs are being addressed in a constructive way, more so than the vast majority of towns. Our unfunded liability continues to reduce, although still significant.

Boxford town finances continue to be managed in a very conservative basis, with the recent upgrading of our bonds to AAA as an indication of such management.

BOARD OF ASSESSORS

ANNUAL REPORT

Boxford's Fiscal Year 2016 total property valuation of $1,668,617,741 includes $10,920,540 in new growth that occurred during this past fiscal year, which is a decrease of $2,491,684 over the prior year. This decrease is primarily due to the fact that last year's growth was significantly impacted by a new subdivision. This year's growth is made up of a combination of new construction, additions, and miscellaneous building improvements.

New home construction is a major contributor to new growth. The number of new home permits has increased slightly over the past few years and has remained steady for Fiscal Year 2015 when compared to Fiscal Year 2014.

Fiscal Year	New Home Permits
2005	12
2006	9
2007	4
2008	5
2009	3
2010	3
2011	2
2012	4
2013	4
2014	7
2015	7

After a review of home sales that occurred during 2014, the Board determined that property valuations increased approximately three percent from the prior year. The average residential property assessment for Fiscal Year 2016 is $590,000, an increase from the Fiscal Year 2015 average residential property assessment of $574,000. The 2016 tax rate was set at $16.46 per thousand of assessed value, an increase of about three percent from last year. A total of 3,057 real and personal property tax bills were issued for Fiscal Year 2016.

As in previous years, the selectmen voted a multiplier of 1 for all commercial and industrial properties, meaning their tax rate stays the same as residential. The town relies heavily on individual homeowners for tax revenues as residential properties account for over 96 percent of all properties.

The assessors recognize that the requirement to follow specific state revaluation regulations creates a hardship for some residents, particularly the senior population. The assessors continue to work with the Council on Aging to ensure that all seniors are familiar with any and all tax lowering programs that are available to them.

In Fiscal Year 2015 (prior year), of the 3,054 real and personal property tax bills that were issued, only 15 resulted in abatement filings. The percentage of abatement filings was less than half a percent. Approved abatements resulted in nine valuation changes and a $6,471 reduction in taxes. The board granted 59 personal exemptions totaling $104,457 in reduced taxes to qualified homeowners based on age, financial condition, blindness or veteran's service connected disability. The board also granted 29 Community Preservation Surcharge abatements due to age and financial status, which totaled a $4,706 reduction in taxes. An additional $13,786 was abated due to the Senior Tax Work-Off Program.

Auto excise taxes resulted in approximately $1,165,000 in income to the town from over 7,700 vehicles. Vehicle owners should be aware that in order to receive an abatement, the vehicle must be disposed of (i.e. sold, traded, junked, etc.) as well as the plates being cancelled or transferred to another vehicle.

Data collection and maintenance of current and accurate property inventory data is a critical element in the development of uniform, fair market value. The department continued our Cyclical Inspection Project, in accordance with the Massachusetts Department of Revenue's requirement that each property be inspected once in every nine-year cycle. The bulk of these inspections are being conducted by retired Ipswich Assessor, Frank Ragonese. The board is grateful for his assistance in helping the department to continue to meet this requirement. Inspections of properties that have sold or have been affected by building permits continue to be conducted by Kristin Hanlon, Director of Assessment.

The Board accepted the resignation of Judy Murray-Magill, who has moved out of Boxford. Judy Murray-Magill served as a member of the Board of Assessors since 2011. Her fifteen years of experience as a local realtor proved to be an invaluable asset to the Board. The Board thanks Judy for her contribution and dedication over the last five years and wishes her well in her relocation.

The Board of Assessors would like to thank Kristin Hanlon, Director of Assessment, and Jan Silva, Assessing Clerk, for their assistance in our ongoing efforts to maintain fair and equitable assessments. The Board members and office staff also appreciate the help and support received from other town departments and all the townspeople.

Respectfully submitted,

David F. Benson, Chairman
Diana Headrick

TREASURER/COLLECTOR OF TAXES

To the Director of Municipal Finance, Town Administrator, Board of Selectmen, Finance Committee and Residents of the Town of Boxford:

The Treasurer is required to issue an annual report to the town that lists cash account balances, investment types, earnings and compliance with the terms of the town's Investment Policy. The **Report on Investments** provides that information for the $11,398,520 held by the town on June 30, 2015. Comparative data is provided for the current and previous fiscal year and a brief explanation of significant changes.

General Fund monies are all invested as provided by state statutes in money market bank accounts, the state investment pool (MMDT) or in Certificates of Deposit with maturities of one year or less. Trust Funds and Community Preservation Funds may be deposited into longer term accounts and are invested in money markets, CDs, bonds and those equities on the Massachusetts Legal List for Public Investments.

OPEB funds are appropriated by Annual Town Meeting to reduce the town's Unfunded Actuarial Accrued Liability for employees' Other Post Retirement Benefits. The fund balance of $828,168 is on deposit in the State Retiree Benefits Trust Fund within the PRIT and managed by PRIM (Pension Reserves Investment Management Board). Reported earnings were $30,287 and annualized rate of return for FY 2015 was 3.87%.

The town's General Fund cash balance of $5.7 million on 6/30/15 is $1.4 million less than at the end of the previous fiscal year. The decrease represents the delayed expenditure of the donations and short-term borrowings for the Nason Land Acquisition and a year-end deficit for Chapter 90 expenditures for which state reimbursement was not yet received.

Trust Fund earnings in FY 2015 were 73% greater than earned in the previous fiscal year due to higher yields and increased realized gains. FY 2015 earnings on the Community Preservation Fund were approximately 31% higher than in the previous year due to higher average account balances, realized gains and yield levels.

The market values of the Community Preservation Fund and Trust Fund were 2.5% and 1.4% greater than book values primarily due to appreciation in the equity portions of the portfolios (approximately 20% of each portfolio is invested in those stocks on the Massachusetts Legal List).

The **Report of Trust, Gift and Restricted Funds** provides account activity by fund for Fiscal Year 2015. Several developers' performance deposits were released by the Conservation and Planning Board during the course of the year.

Respectfully submitted,
Ellen S. Guerin, Treasurer/Collector of Taxes
Town of Boxford

Town of Boxford
Report on Investments
Year Ended 6/30/15

Depository Institution	Purpose	Balance 6/30/15	FY 2015 Earnings	Rate of Return 6/30/15	% of G/F Cash	Investment Policy Guideline/ Collateralization
General Fund (Short Term):						
Cash on Hand	Petty Cash/COA Advance Fur	$ 2,475	$ -	0.00%	0.0%	Minimum required; properly secured
TD Bank	Depository	$ 1,817,937	$ 1,660	0.16%	31.7%	FHLB Irrevocable Letter of Credit
TD Bank	Escrow Checking	$ 5,644	$ -	0.00%	0.1%	FHLB Irrevocable Letter of Credit
TD Bank	School Lunch	$ 195,657	$ -	0.16%	3.4%	FHLB Irrevocable Letter of Credit
TD Bank	Student Activity--Cole	$ 16,369	$ 26	0.15%	0.3%	FHLB Irrevocable Letter of Credit
TD Bank	Student Activity-Spofford Por	$ 10,472	$ 22	0.15%	0.2%	FHLB Irrevocable Letter of Credit
Unibank	State Aid/Grant Receipts	$ 3,592	$ 566	0.15%	0.1%	FDIC and DIF
Unibank	On-line Tax Collections	$ 67,466	$ 243	0.10%	1.2%	FDIC and DIF
Unibank	Fire Department	$ 73,790	$ 45	0.10%	1.3%	FDIC and DIF
Unibank	Town Clerk	$ 6,985	$ 4	0.10%	0.1%	FDIC and DIF
Century Bank	Municipal Money Market	$ 245,666	$ 691	0.30%	4.3%	FDIC
Century Bank	Tax Payment Lockbox	$ (1,310)	$ 154	0.05%	0.0%	FDIC
Mass Municpl Depository Tru	State Investment Pool	$ 545,185	$ 1,088	0.23%	9.5%	G.L. Ch. 29, Sec. 38A
Eastern Bank	Municipal Money Market	$ 117,704	$ 249	0.10%	2.1%	FDIC
Santander Bank	Municipal Money Market	$ 100,100	$ 100	0.30%	1.7%	FDIC
Pentucket Bank	Municipal Money Market	$ 250,782	$ 782	1.00%	4.4%	FDIC
First Trade Union Bank	Municipal Money Market	$ -	$ 144	0.00%	0.0%	FDIC
Commonwealth Financial	Certificates of Deposit/MM	$ 2,268,131	$ 9,128	0.53%	39.6%	FDIC & SIPIC ins. @ various banks
Total General Fund		**$ 5,726,647**	**$ 14,902**		**100%**	
Trust Funds (Long Term):						
Commonwealth Financial	Trust Funds	$ 1,005,982	$ 20,314	1.41%		G.L. Ch. 44, Sec. 54
Commonwealth Financial	Community Preservation Fund	$ 3,801,095	$ 73,278	1.33%		G.L. Ch. 44, Sec. 54
STBTF @ PRIT	OPEB Fund	$ 828,168	$ 30,287	3.87%		G.L. Ch. 32, Sec. 23(2A)
Developer's Performance Bonds:						
TD Bank	Reddington Ridge	$ 27,926		0.05%		G.L. Ch. 41, Sec. 81U
North Shore Bank	Meadowwood	$ 5,343		0.15%		G.L. Ch. 41, Sec. 81U
Eastern Bank	Burning Bush	$ 3,361		0.10%		G.L. Ch. 41, Sec. 81U
Total Cash		**$ 11,398,520**	**$ 138,781**			

Town of Boxford
Changes in Cash and Earnings
FY 2014 - 2015

	Fiscal Year Ended 6/30/14		Fiscal Year Ended 6/30/15	
	Cash Balance	Earnings	Cash Balance	Earnings
General Fund	$ 7,085,464	$ 13,536	$ 5,726,647	$ 14,902
Community Preservation Fund	$ 3,396,865	$ 56,076	$ 3,801,095	$ 73,278
Trust Funds	$ 1,039,465	$ 11,752	$ 1,005,982	$ 20,314
OPEB Trust Fund	$ 597,231	$ 45,649	$ 828,168	$ 30,287
Performance Bonds	$ 36,611	$ 24	$ 36,629	$ -
Totals	$ 12,155,636	$ 127,037	$ 11,398,520	$ 138,781

Analysis of significant changes in cash balance and earnings:

--Year-end G/F Cash balance decreased $1.4 million due to spending of donations and short-term borrowing proceeds for Nason land acquisition coupled with a $260,000 year-end deficit due to delayed Chapter 90 reimbursement from the Commonwealth.

--10% increase in G/F earnings due to higher balances invested in CDs at higher interest rates.

--31% increase in C.P. earnings due to higher average account balance, increased amount of realized gains and higher yield levels over the previous fiscal year.

--73% increase in Trust Fund earnings due to increased amount of realized gains and higher yield levels over previous fiscal year.

--OPEB Investments managed by Massachusetts PRIM Board; FY2015 contribution: $200,650; annual return was 3.87%.

	Book Value	Market Value	Inc./(dec.)	% Inc./(dec)	
Community Pres Fund 6-30-14	$ 3,399,565	$ 3,502,308	$ 102,743	3.0%	Realized gains on equity positions, coupled with a higher average account balance, helped to produce higher net earnings for the fiscal year. Slightly higher fixed income yields also contributed to the overall annual increase.
Community Pres Fund 6-30-15	$ 3,801,210	$ 3,896,646	$ 95,436	2.5%	
Trust Funds 6-30-14	$ 1,042,065	$ 1,059,255	$ 17,190	1.6%	While the market value did not materially move during the fiscal year, slightly higher fixed income yields and an increase in the realized gains from equity holdings helped to materially increase fiscal year income.
Trust Funds 6-30-15	$ 1,006,182	$ 1,020,168	$ 13,986	1.4%	

OFFICE OF THE TREASURER/COLLECTOR OF TAXES
REPORT OF OUTSTANDING DEBT
FISCAL YEAR 2015, ENDED JUNE 30, 2015

Outstanding debts as of June 30, 2015 were as follows:

Purpose	Principal Balance June 30, 2015	Rate of interest payable through remaining term	Year of Issue	Year Callable	Year of Maturity
Outstanding Short-term (Notes)	$ 615,000	0.45%	2015	2016	2016
Long-term (Bonds):					
Police Station Construction	$ 882,000	3%	2012	N/A	2020
Mass Water Pollution Abatement Loans	59,688	0%	2001	N/A	2021
Municipal Purpose Loan # 1 (see below)	3,068,000	2.00% - 3.00%	2012	N/A	2022
Municipal Purpose Loan # 2 (see below)	2,120,000	2.50% - 3.00%	2008	2018	2026
Municipal Purpose Loan # 3 (see below)	350,000	3.00%	2009	N/A	2017
Municipal Purpose Loan # 4 (see below)	1,360,000	2.00% - 2.25%	2012	2023	2027
Total Outstanding Principal--Bonds	**$ 7,839,688**				

Short Term Notes:	
Nason Land Acquisition	$ 128,500
Library Design	$ 333,500
Fire Station Tight Tanks and Drains	$ 153,000
Total Short Term Notes	**$ 615,000**

Municipal Purpose Loan # 1

Town Hall Construction	$ 1,720,000
Wunnegan Land Acquisition	1,228,000
Spofford Road Drainage	75,000
Fire Truck	45,000
Total Loan # 1	**$ 3,068,000**

Municipal Purpose Loan # 2

Haynes II Land Acquisition	$ 1,200,000
Lincoln Hall Renovation	$ 420,000
Anvil Farm Land Acquisition	$ 500,000
Total Loan # 2	**$ 2,120,000**

Municipal Purpose Loan # 3

Lord, Lockwood, Haynes Land Acquisition	$ 195,000
Landfill Closure	$ 105,000
School Construction '96	$ 50,000
Total Loan # 3	**$ 350,000**

Municipal Purpose Loan # 4

Fire Truck	$ 380,000
Sp. School Water System	$ 355,000
Sp. School HVAC System	$ 305,000
DPW Dump Truck	$ 160,000
Colby Land Acquisition	$ 160,000
Total Loan # 4	**$ 1,360,000**

TOWN OF BOXFORD
TRUST, GIFT AND RESTRICTED FUNDS
Fiscal Year Ended 6/30/15

FUND #	FUND NAME	RESPONSIBLE BOARD	BALANCE 7/1/2014	FY 2015 RECEIPTS	FY 2015 PAYMENTS	FY 2015 INTEREST	G/L BALANCE 6/30/2015
	RESTRICTED FUNDS:						
8078	Arts Cultural Council	Arts Council	$ 5,635.17	$ 4,300.00	$ 4,804.00	$ 63.65	$ 5,194.82
8079	Unemployment Fund	Selectmen	$ 34,384.60	$ -	$ -	$ 698.03	$ 35,082.63
8083	Stabilization Fund	Town Meeting	$ 765,356.54	$ -	$ -	$ 15,537.18	$ 780,893.72
8084	Conservation Fund	Conservation Comm	$ 1,812.78	$ -	$ 475.00	$ 35.79	$ 1,373.57
8085	Insurance Fund	Commission	$ 31,202.51	$ -	$ 544.40	$ 625.06	$ 31,283.17
	ConsCom Development Deposits :						
2301	Cons Bond Walker DEP # 114-762	Conservation Comm	$ 2,069.08	$ -	$ -	$ 42.01	$ 2,111.09
2302	Cons Bond M. Hill DEP # 114-750	Conservation Comm	$ 984.58	$ -	$ -	$ 20.01	$ 1,004.59
2304	Cons Bond E&F DEP # 114-643	Conservation Comm	$ 15,355.04	$ -	$ 15,498.49	$ 143.45	$ 0.00
2305	Cons Bond Maritime DEP # 114-822	Conservation Comm	$ 13,035.04	$ -	$ 13,156.82	$ 121.78	$ 0.00
2306	Cons Bond Wildmeadow DEP # 114-1037	Conservation Comm	$ 153.25	$ -	$ -	$ 3.10	$ 156.35
2308	Cons Bond Willowdale/Decoulos Parcel A	Conservation Comm	$ 679.64	$ -	$ -	$ 13.80	$ 693.44
	Consultants' Fees: Planning Board						
2200	Consultants: Village Estates	Planning Board	$ 252.53	$ -	$ -	$ 5.14	$ 257.67
2201	Memory Hills Developer Deposit	Planning Board	$ 22,934.10	$ -	$ 23,126.59	$ 192.49	$ 0.00
2202	Consultants: Aldershot Estate	Planning Board	$ 2,546.67	$ -	$ -	$ 51.70	$ 2,598.37
2203	Consultants: Lauren Woods	Planning Board	$ 6,274.78	$ -	$ -	$ 127.39	$ 6,402.17
2204	Consultants: Johnsons Pond	Planning Board	$ 94.47	$ -	$ -	$ 1.91	$ 96.38
2205	Consultants: Spofford Road	Planning Board	$ 324.73	$ -	$ -	$ 6.57	$ 331.30
2207	Consultants: Glendale Road	Planning Board	$ 3,930.40	$ -	$ 3,963.38	$ 32.98	$ 0.00
2212	Consultants: Weathered Walls	Planning Board	$ 63.73	$ -	$ -	$ 1.28	$ 65.01
2213	Consultants: Budnick Development	Planning Board	$ 2,404.27	$ -	$ 1,134.20	$ 35.42	$ 1,305.49
2315	Consultants: Pine Ridge (Construction)	Planning Board	$ 3,031.59	$ -	$ -	$ 61.57	$ 3,093.16
2316	Consultants: Titus Lane	Zoning Board	$ 10,011.08	$ -	$ 10,089.55	$ 78.47	$ 0.00
	Performance Bonds:						
2215	Cleaveland Farm Preservation	Historic Comm.	$ -	$ 15,000.00	$ -	$ -	$ 15,000.00
2216	Contractor: Doyle Plumbing	Board of Selectmen	$ -	$ 6,000.00	$ -	$ -	$ 6,000.00
	Restricted Funds Sub-Total		**$ 922,536.58**	**$ 25,300.00**	**$ 72,792.43**	**$ 17,898.78**	**$ 892,942.93**
	TRUST FUNDS:						
8214	Emma S. Cote Library Fund--Expendable	Library	$ -			$ 20.31	$ 20.31
8219	Emma S. Cote Library Fund--Non-Expend.	Library	$ 1,000.00			$ -	$ 1,000.00
8231	Barker Trust Fund	Elementary School	$ 7,280.39	$ 5,000.00	$ 8,542.50	$ 136.05	$ 3,873.94
8401	Town School Fund--Non-Expendable	Commission	$ 4,000.00			$ -	$ 4,000.00
8422	Town School Fund--Expendable	Commission	$ 8,370.89			$ 251.10	$ 8,621.99
8423	Tri-Centennial Memorial Park Fund	Commission	$ 14,886.90			$ 302.20	$ 15,189.10
8424	Michelle Wilson Fund--Expendable	Commission	$ 11,149.50		$ 947.75	$ 225.36	$ 10,427.11
8425	COA Memorial Van Fund	Commission	$ 16,202.54			$ 328.92	$ 16,531.46
8426	Ackerman Playground Maintenance Fund	Commission	$ 4,522.52		$ 285.00	$ 88.45	$ 4,325.97
	Trust Funds Sub-total		**$ 67,412.74**	**$ 5,000.00**	**$ 9,775.25**	**$ 1,352.39**	**$ 63,989.88**
	PRIVATE PURPOSE FUNDS						
8221	Scholarship Fund	Scholarship Comm.	$ 139.71			$ 2.84	$ 142.55
8222	Education Fund	Scholarship Comm.	$ 1,829.41			$ 37.14	$ 1,866.55
8232	Griffin Fund--Expendable	Elementary School	$ 273.88		$ 200.00	$ 157.80	$ 231.68
8233	Griffin Fund--Non-Expendable	Elementary School	$ 7,500.00			$ -	$ 7,500.00
8403	Sarah Perley Trust Fund--Non-Expendable	Commission	$ 5,000.00			$ -	$ 5,000.00
8411	Boxford Visiting Nurse Fund	Commission	$ 14,609.78			$ 296.59	$ 14,906.37
8412	Perley Parkhurst Cole Fund	Commission	$ 9,320.84	$ 13,842.46	$ 14,326.44	$ 263.96	$ 9,100.82
8413	Sarah Perley Trust Fund--Expendable	Commission	$ 5,356.51			$ 210.23	$ 5,566.74
8414	Curtis Killam Burial Fund	Commission	$ 4,639.80			$ 94.18	$ 4,733.98
	Private Purpose Funds Sub-total		**$ 48,669.93**	**$ 13,842.46**	**$ 14,526.44**	**$ 1,062.74**	**$ 49,048.69**
	TOTAL FUNDS		**$ 1,038,619.25**	**$ 44,142.46**	**$ 97,094.12**	**$ 20,313.91**	**$ 1,005,981.50**

BOARD OF COMMISSIONERS OF TRUST FUNDS

Fund 8412: Perley Parkhurst Cole Memorial Trust Fund
Scholarships/Grants Awarded 3/22/16:

Awarded To:	**Scholarship/Award Amount:**
Masconomet Scholarship Foundation 20 Endicott Road Boxford, MA 01921 Attn: Olga Langlois	$2,000.00 (to be awarded as two $1,000 scholarships)
Cub Scout Pack 35 c/o Leonard F. Wisniewski, Ph.D, Leader 60 Gregory Island Road South Hamilton, MA 01982	$2,000.00
Conor Fowler 12 Prince Street, Apt. 2 Cambridge, MA 02139	$1,500.00
Total Expended from Fund 8412:	**$5,500.00**

GUIDELINES FOR PERLEY-PARKHURST-COLE TRUST FUND

GENERAL GUIDELINES:

1. This fund was established by the Will of Marguerite Bond to aid the children of Boxford and Hamilton for the following purposes:

 - To provide loans and scholarships for the purpose of assisting worthy and needy young persons residing in the said Town of Boxford who have completed their high or secondary school education to attend the college, junior college, post graduate school, vocational training school or other school of advanced training of their choice.

 - To encourage and assist any program undertaken by any organization, public or private, in the Town of Boxford, for the benefit or general welfare of all children and young persons residing in the Town of Boxford.

 - To provide financial or other assistance to or for the benefit of individual needy and worthy children, and young adults residing in the Town of Boxford, for such special purposes as the Commissioners of Trust Funds may, from time to time deem necessary and proper to promote the health, education, or general welfare of such individual children or young adults.

 - To assist and encourage private or public organizations in the Towns of Boxford and Hamilton, which sponsor, encourage, and assist in the formation, operation and maintenance of Boy Scout or Girl Scout Troops in these towns. Such awards for support may be made from time to time as the Commissioner of Trust Funds of the Town of Boxford deem necessary.

2. Any organizations requesting funds must specify that the funds will benefit ONLY children from Boxford, or Scout Troops from **BOXFORD OR HAMILTON**. Funds may not be spent on adults at any time.

3. Applications to the PPCMTF should be in the form of a letter to the Commissioner of Trust Funds. Requests for funds will be accepted through March 17 of the award year. The Commissioners of Trust Funds will conduct interviews as necessary through March 17, and will notify all applicants of their award status in late March and April.

 Requests received after March 17 will not be accepted, but will be considered for the next award period, providing the request is not withdrawn before the following year, March 1.

4. Any request, which, in the opinion of the Trustees or the Board of Selectmen, does not fall within the scope or intent of the Will, will be rejected and returned.

5. All requests for funds, as well as any questions, should be directed to:

PERLEY-PARKHURST-COLE MEMORIAL TRUST FUND
Commissioner of Trust Funds
Boxford Town Hall
7A Spofford Road
Boxford, MA 01921
(978) 887-6000 ext. 202

GUIDELINES FOR INDIVIDUALS

1. The sum of $2,000 will be donated each year to the Masconomet Scholarship Fund to be distributed to Boxford Students according to the following formula:
 - $1,000.00 scholarships distributed to (2) students

 Scholarships to be paid to the student's post-secondary school in one (1) installment - at the beginning of the first year.

Any student who does not continue in his/her post-secondary education shall retain rights to his/her scholarship for one year. At the end of that year, the scholarship reverses back to the Boxford Trust Fund Commission - to the Perley Parkhurst Cole Memorial Trust Fund. Masconomet scholarships are to be distributed based on need and academic performance.

All applicants who are high school seniors at Masconomet, must apply directly to:

MASCONOMET SCHOLARSHIP FUND
Masconomet Regional District High School
RFD
Topsfield, MA 01983

2. A small sum of money will be reserved by the Commissioners of Trust Funds each year to be distributed to Boxford students graduating from private schools, and Boxford High School graduates entering or currently enrolled in the college, junior college, post graduate school or other school of advanced training and learning of their choice. The grants will be in the form of scholarships.

 All individual students applying to the Commissioner of Trust Funds for a scholarship, should submit the following information:

 High School Transcript (if you are in your first or second year of college).
 Current College Transcripts (all years)
 Breakdown of your costs for the school year
 Breakdown of your income toward college costs
 List of activities, within the Town of Boxford or at your school, which you have been involved in.

 The Perley Parkhurst Cole Memorial Trust Fund is to be distributed based on need, academic performance and community service to the Town of Boxford.

GUIDELINES OF ORGANIZATIONS AND SCOUT TROOPS

1. Scout Troops are requested to provide the following information:
 Leader's name, address and telephone number
 Number of Scouts in troop
 Number of non-Boxford resident scouts
 Specific request for funds: include amount requested, detail of equipment, activity, reason, etc. and date by which funds are needed.

2. Scout Troops are requested to apply individually.

3. All organizations and Scout Troops must, before December 1 of the award year, submit an accounting of how the funds were used. A report of all purchases made should be included at this time.

4. Although the Commissioner of Trust Funds would prefer awards for capital or lasting equipment, they also recognize the need for educational trips which are required for badges and advancement. The Commissioners will take these concerns into consideration in their review of pertinent applications.

Anthony C. Dinanno, Chair
Commissioner of Trust Funds
Town of Boxford

Public Safety

Communications

Police

Fire

Animal Control

COMMUNICATIONS DEPARTMENT

The Communications Department serves the residents of Boxford as the 911 and Public Safety Communications Center handling emergency and non-emergency phone calls and radio communications for the Town of Boxford Public Safety Departments. The Department is staffed 24 hours a day, 365 days a year by professional Dispatchers. The Department answers all calls for the Police Department and Animal Control Officer as well as most calls for the Fire Department and Highway Department (unless the call is made directly to those department offices).

Equipment Replacement/Upgrades:
We have an ongoing mobile and portable radio replacement program for the Police Department, Fire Department and Department of Public Works where a percentage of units are replaced annually. This allows for every radio to be replaced on a rotating cycle within a period of 12 to 15 years. Additionally, Town Meeting approved the replacement of the Fire radio "voter/comparator" which is one of the integral infrastructure parts of the Fire Department radio system. We started using the "I am Responding" service in September which allows for the real time display of Call Firefighters who are responding to a particular call. This information is extremely beneficial to both the Communications Dispatchers as well as the Fire Department in order to ensure proper resources are available. In June we had part of our primary Dispatch Console furniture replaced which was funded entirely through grant funds. The new console allows for both height and depth adjustment and can handle up to 8 Computer Monitors of which all are in use. We are working with the Police Department and the Masconomet School Administration on implementing the "COPsync" program which allows for instant notification of a significant school emergency direct to Dispatch and Police Cruisers.

Training:
All Dispatchers attended a minimum of 16 hours of continuing education during each fiscal year as per State requirements which include, but are not limited to, training in Emergency Medical Dispatch (EMD) and CPR. We are also members of the Massachusetts Communications Supervisors Association (MCSA) and benefit greatly from Trainings and shared experiences of Dispatchers from across the state at monthly meetings.

Emergency Notification System:
Since January 2007 we have been using an internet based Emergency Notification System for urgent or time sensitive relaying of messages to the Citizens of Boxford. Our current vendor is Emergency Communications Network which operates the "Code Red" alert system. This system automatically includes all published residential and business phone numbers in the Town of Boxford. **If a resident has a non published phone number or wishes to add cell phone numbers or email addresses** they should print a copy of the "Town Telephone Notification System" form available on the Town website or you can pick up forms at the Communications Center located in the Police Station at 285 Ipswich Rd. or at Town Hall. Notifications can be done via Phone/Voice, Email and Text. In 2015 we used this system 19 times to send out messages related to Power Outages, Carbon Monoxide Safety, DPW road paving and road closures and trash pickup delays.

Power Outages:
If you should lose power to your residence it is extremely important to notify National Grid at either **1-800-322-3223** or **1-800-465-1212**, as they prioritize their response based on the number of power outage calls received from the residents in a community. **Please keep this number in a handy location.**

House Numbers:
Please POST YOUR HOUSE NUMBER in a manner that is visible day or night to any responding emergency units regardless of what direction they may be coming from. This is vitally important to your safety and the safety of everyone in your house. Please choose **LARGE, reflective numbers.**

Alarm Systems:
If you have a home alarm system I would encourage you to provide the Communications Department with a list of contact #'s in the event that we need to reach you regarding any emergency situation that may arise at your home. Alarm update forms can be picked up at the Communications Center on any day of the week at any time. Information provided is used solely by the Communications Department in assisting the Police, Fire and other Public Safety agencies in town during emergencies. L.W. Bills Co. of Georgetown maintains the equipment at the Communications Center for alarm monitoring of residences and town buildings. Residents interested in connecting directly to the Communications Center can contact me or L.W. Bills Co. directly, please note that there is a yearly maintenance fee for this connection.

False Alarm Fines:
Please be aware that there is a fine of $50 for each false alarm other than those caused by faulty telephone service, electrical storms or the town's main monitoring console. New alarm systems and new residents are allowed a two month grace period during which a penalty fine will not be assessed. This fine applies to all alarms regardless of how they come into the Communications Center.

911:
For more information on the 911 system in Massachusetts please visit the State 911 Department website at www.mass.gov/eopss/agencies/state-911/ .

Residents are encouraged to verify with the Communications Department that the information contained in the state 911 database for your landline phone is correct. To do this, call the Communications Department any time, day or night, at 978-887-8136, and ask to conduct a 911 test to verify the correct information for your residence. This should be done for every phone # on your property (not including cell. phones), especially if you have a home office or in-law apartment. If you have any questions, please do not hesitate to call.

Remember, 911 should only be used for an emergency situation. An emergency is any situation where your call would "SAVE A LIFE, STOP A CRIME, REPORT A FIRE" or for testing purposes as described above.

I would like to thank all the Town Departments and their employees for their assistance and cooperation throughout the year, it is a pleasure to work with professional and dedicated public servants as we serve the residents of Boxford.

I am proud of the work performed on a daily basis by the dedicated Communications Dispatchers who serve the residents of Boxford.
The following Dispatchers were employed during the year along with their date of hire: Tyler Dechene (1999), Peg Decoteau (2004), Ron Dole (1998), Jim Fernandes (2005), Kara Fitzpatrick (1996), Michael Powers (2004), Andrew Ulman (2002) and Kathleen Zolla (1988). We also have one new employee, Loralee Pomilla, who started training in August and is anticipated to have completed training in February of 2016. We look forward to having Loralee on our staff.

Statistics for the year are shown on the chart on the next page.

Respectfully submitted by

Warren Gould (1986)
Director of Communications

2015 Communications Department Statistics

Telephone Calls (Incoming/Outgoing)

Type of Call		JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
Animal Control	IN	66	66	66	66	103	99	85	104	78	90	98	79	1000
	OUT	47	43	36	51	58	63	57	72	49	73	53	42	644
Ambulance	IN	6	11	5	3	4	3	6	1	6	2	8	7	62
	OUT	34	43	38	43	32	41	29	29	34	33	36	38	430
Communications	IN	253	271	228	250	321	338	225	219	298	208	190	224	3025
	OUT	64	50	37	70	88	40	52	40	75	73	63	42	694
DPW	IN	26	26	9	14	18	9	14	5	7	15	20	17	180
	OUT	49	48	53	31	34	28	26	24	25	23	25	39	405
Fire	IN	195	199	154	1307	230	143	187	163	164	137	146	153	3178
	OUT	26	56	31	34	36	36	39	45	25	15	28	31	402
Alarm Panel	KEL	71	42	20	47	64	61	51	46	68	31	80	198	779
Police	IN	744	720	749	815	950	901	871	860	740	852	792	866	9860
	OUT	84	102	101	80	124	91	108	117	79	92	118	108	1204
Wrecker	IN	8	6	1	1	1	0	3	1	1	3	2	2	29
	OUT	29	21	8	13	9	12	10	15	5	7	14	12	155
Walk-in	IN	234	198	252	311	326	256	281	326	273	314	298	406	3475
TOTAL 2015		1936	1902	1788	3136	2398	2121	2044	2067	1927	1968	1971	2264	25522
TOTAL 2014		**2650**	1974	1944	3094	2246	**2425**	2396	2168	1969	2249	1749	1717	26581
TOTAL 2013		2236	2108	2231	3665	2301	2066	2495	2424	2297	2187	2228	2338	28576
TOTAL 2012		2220	2285	2946	3219	2516	2296	2203	2474	**2510**	2783	2070	2074	29596
TOTAL 2011		2112	2012	2599	3724	2358	2415	2342	**2751**	2165	**3147**	**2419**	1926	29970
TOTAL 2010		2232	**2859**	**4841**	3988	**2523**	2335	2701	2671	2379	2228	2210	**2442**	**33409**
TOTAL 2009		2301	2193	3670	**4095**	2325	2268	**2705**	2577	2500	2893	2153	2343	32023

Radio Transmissions by month (all Departments)													
YEAR	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	TOTAL
2015	3033	2757	2726	3015	3325	3205	3266	3143	2924	3095	2875	2988	36352
2014	3269	2908	3027	3080	3233	3053	3781	3215	3421	3117	2913	2625	37642
2013	3439	2900	3335	3403	3492	3031	3281	3260	3331	3467	3419	3320	39678
2012	3112	3440	3667	3754	3907	3723	3491	3422	3238	**3864**	3139	3562	42319
2011	3410	3150	3119	3307	3260	3264	3443	3828	3184	3500	**4042**	3068	40575
2010	**3695**	**4080**	**4940**	4112	4043	**4240**	**4969**	4592	**3617**	3668	3727	**4346**	**50029**
2009	3603	3117	3437	**4320**	**4095**	4008	4652	**4598**	3356	3767	4039	3949	46941

BOXFORD POLICE DEPARTMENT

The Boxford Police Department would like to thank Chief Michael Murphy for his service to the Town of Boxford. Over the last four years he was a steady hands on leader of the department. During his time with Boxford he secured funding for new firearms, patrol rifles and all full time officers now are issued Tasers. Chief Murphy also gave all officers a new perspective from 25 years' experience on a city police department. We wish him the best in his well-deserved retirement.

2015 will be remembered for the record snowfall. During the first quarter of the year the Officers on the department responded to a higher than average number of non-injury motor vehicle crashes, medical aids and calls for general service directly related to the harsh winter. As the snow melted, we continued our normal proactive policing of the town. Our crime statistics stay consistent with past years.

The department's staffing level was consistent for 2015:

- Officer Matt Dupont was promoted to Sergeant
- Officer Kurtis Anderson was promoted to full time Patrolman.
- Officer Anderson was a reserve Officer for the department since 2010; he sponsored himself through the full time police academy and worked as a full time Police Officer at MIT. He is a Firearms instructor, RAD instructor and Armorer.
- Officer Peter Olsen was hired as a reserve Officer, he has eleven years of full time experience with the Peabody Police Department where he gained extensive training in computer related crime.
- Reserve Officer Brooke Dechene was a self-sponsor at the full time Reading Police Academy. She started the academy in September 2015 and graduated February 10th 2016.

Our Police Officers have taken on a variety of training opportunities to continue their career advancement:

- Sergeant Dupont attended a two week basic Sergeant school, and two one week FBI LEEDA supervisory training classes.
- Officer Fitzpatrick attended a two day training on Strategies for Youth and a Bomb Threat Assessment Training.
- Officer Neeley continued his advanced training in tactical law enforcement; he attended Level 2 Firearms Instructor course, Applied Patrol Procedure and Law Enforcement Advanced Casualty Care. Officer Neeley is an instructor for the Reading Police Academy in Patrol Procedures and Defensive Tactics.

The Department has continued its excellent relationship with the elementary schools and Masconomet. We conducted our annual lockdown and evacuation drill at both elementary schools. Officer Nowak had another Class of D.A.R.E graduates at the Spofford Pond School. At Masconomet, we have continued to advance the safety plan through the use of new technology and training. Officer Fitzpatrick, Officer Frost

from Topsfield and Officer Maccini from Middleton continue to work as the School Resource Officers The Boxford Police Department in conjunction with the members of the junior class and the other Tri Town Police and Fire Departments conducted a MOCK Accident drill prior to the junior senior prom. I would be remiss if I didn't thank Superintendent Dr. Lyons and Superintendent Dr. Creeden for their excellent leadership of the school districts and fostering the relationship with the Tri Town Police Departments. I would also like to thank Dr. Creeden for over 35 years of dedication to the Town of Boxford as the Cole School Principal, Spofford Pond Principal and Superintendent of Tri Town School Union.

The Boxford Police Association sponsored lunch at the council on aging in September. Officer Nentwig and Officer Corliss worked hard to make sure the event was a success. The department has also worked in collaboration with the with the Tri Town Council to assist at the Open Gym Nights at Masconomet, planning for the Senior all Night Party, and being active members of the Tri Town Coalition Against Youth Substance Abuse.

As the Police Department looks forward to 2016, it will be under the direction of a new Chief of Police. The patrol staff will also be changing. The department is expecting three long time police officers to retire along with the vacancy created by the retirement of Chief Murphy. I am looking forward to the opportunity of hiring new officers who are dedicated to serving the residents of Boxford.

Chief Riter

Boxford Police Department
Incidents by Type

Printed: 4/25/2016 10:59 am

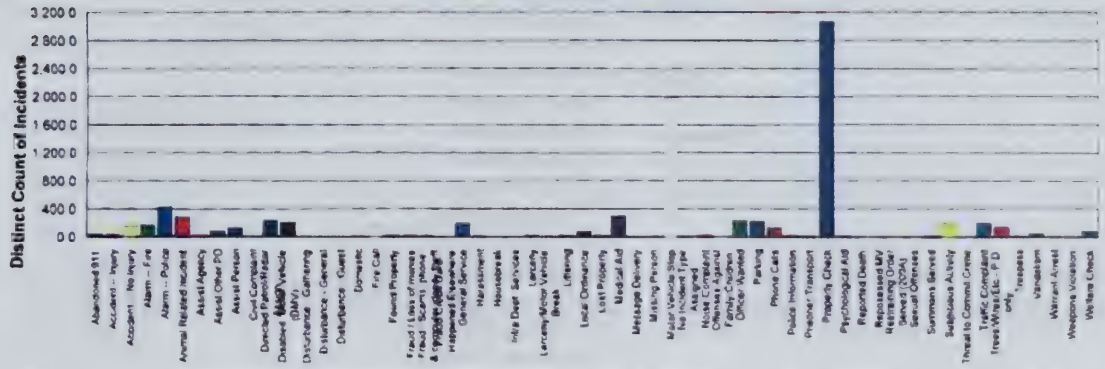
From Date:01/01/2015 to:12/31/2015

Jurisdiction: Boxford

Department: Police Department

Distinct Count of Incidents by Type

For Department: Police Department



Abandoned 911 :	**47**
Accident -- Injury :	**41**
Accident -- No Injury :	**157**
Alarm -- Fire :	**171**
Alarm -- Police :	**425**
Animal Related Incident :	**294**
Assist Agency :	**31**
Assist Other PD :	**81**
Assist Person :	**131**
Civil Complaint :	**11**
Directed Patrol/Radar Assign :	**239**
Disabled Motor Vehicle (DMV) :	**213**
Disturbance - Gathering :	**3**
Disturbance - General :	**7**
Disturbance - Guest :	**1**
Domestic :	**16**
Fire Call :	**205**
Found Property :	**28**
Fraud / Loss of monies :	**27**
Fraud / Scams, phone & computer idenity theft :	**17**
Fraud-Credit Card- Happened Elsewhere :	**9**
General Service :	**206**
Harassment :	**14**
Housebreak :	**4**
Intra Dept. Services :	**5**
Larceny :	**21**
Larceny/Motor Vehicle Break :	**11**
Littering :	**27**
Local Ordinance :	**83**

Boxford Police Department
Incidents by Type

Printed: 4/25/2016 10:59 am — From Date:01/01/2015 to:12/31/2015

Jurisdiction: Boxford

Department: Police Department

Lost Property :	34
Medical Aid :	311
Message Delivery :	3
Missing Person :	2
Motor Vehicle Stop :	1,979
No Incident Type Assigned :	12
Noise Complaint :	33
Offenses Against Family/Children :	2
Officer Wanted :	235
Parking :	229
Phone Calls :	133
Police Information :	25
Prisoner Transport :	13
Property Check :	3,076
Psychological Aid :	16
Reported Death :	1
Reposessed MV :	4
Restraining Order Served (209A) :	5
Sexual Offenses :	2
Summons Served :	21
Suspicious Activity :	199
Threat to Commit Crime :	1
Traffic Complaint :	201
Trees/Wires/Etc.- P.D. only :	142
Trespass :	18
Vandalism :	51
Warrant Arrest :	6
Weapons Violation :	1
Welfare Check :	88
Department: Police Department :	9,368
Jurisdiction: Boxford :	9,368
Total Incidents :	9,369

THE BOXFORD FIRE DEPARTMENT

The Boxford Fire Department continues to serve the Town 24 hours a day, 7 days a week. The department is staffed Monday through Friday (8:00am to 4:00pm) with two career firefighters and the Chief. The remaining hours are covered by the call firefighters who respond via a pager system.

The past year the department hired a new fire chief (Brian Geiger) following the retirement of Kerry Stickney and hired a career firefighter (Matthew Dyer) following Lieutenant Brian Geiger's promotion to Chief.

NEW FIREFIGHTERS

We are happy to welcome six new members plus one returning firefighter. The new recruits completed an eight week in-house training program consisting of basic fire and medical skills. The new firefighters started responding September 1st. Mr. John Dattilio, Mr. Ian Fitch, and Mr. Michael Geiger (returning) are now responding out of the West Station. Mr. Timothy Gorman, Mr. Patrick Gallagher, Mr. Ryan Merrigan and Mr. Dante Zizza are now responding out of the East Station.

PROMOTIONS

It is my privilege to announce that both Firefighters Warren Gould and Alfred Bissell were promoted to Lieutenant and Lieutenant Jack Leary was promoted to Captain.

RESIGNATIONS

We would like to thank firefighters Thomas Bailey, Nick Beardsley, Mira Clark, Shane Clemens, Peter Colangelo, EJ Cordeiro, Richard Lucius, Erik Slocum and Cameron Thorpe for their contributions to the department. We wish them all the best in their future endeavors.

SPECIAL THANK YOU

The Boxford Fire Department would like to thank Chief Kerry Stickney for his 44 years of service as a Boxford Firefighter. As a firefighter, Chief Stickney will be tough to replace. He brought professionalism to the job and always had the answer on how to solve a problem. As a leader he was instrumental in moving the department forward, most evident in 2009 when he had to replace both career firefighters who resigned within a few months of each other. His dedication and hard work will forever be a positive impact not only for the firefighters of Boxford but the Town as a whole.

BOXFORD FIRE DEPARTMENT PERSONNEL

Chief Brian Geiger (A, E)
***Deputy Chief Michael Madden (E)**
Chaplin Mark Balding

EAST OFFICERS

*Captain Hertel, Richard (***E***)
*Lieutenant Aghoian, Tamara (**A, E**)
*Lieutenant Gould, Warren
*Lieutenant Philbin, John (**A, P**)

WEST OFFICERS

*Captain Holland, Peter (**E**)
*Captain Leary, John (**A, E**)
*Lieutenant Bissell, Alfred (**E**)

CAREER FIREFIGHTERS

*Lieutenant Soltys, Michael (**A, E**)
*Dyer, Matthew (**A, E**)

FIREFIGHTERS

East

Aghoian, Ryan (**A, E**)
Brown, Tyler (**A**)
Burke, Carrie
Caron, James (**A, E**)
*Colangelo, Katie (**E**)
Collamore, Andrew
*Dechene, Tyler (**A, P**)
Dowling, Matt (**A, E**)
*Ferraro, Michael (**A, E**)
*Foster, Kevin (**E**)
Gallagher, Patrick
Gorman, Timothy
*Greelish, Daron (**A**)
*Grossman, Paul
*Harrington, Michael (**A, E**)
*Hertel, Brian (**A, E**)
Howard, Peter
*Nee, Thomas
Merrigan, Ryan (**A**)
Ralph, David (**E**)
*Rowen, John (**A, E**)
Thorpe, James (**A, E**)
Zipkin, Emily (**E**)
Zizza, Dante

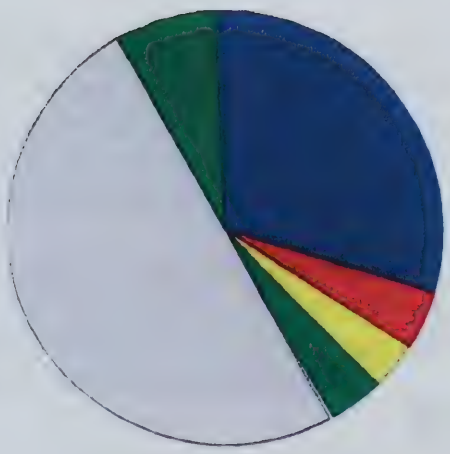
West

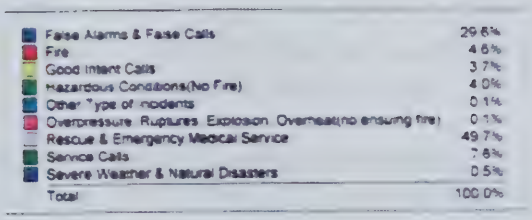
*Arba, Nicholas (**A**)
Butler, Gail
Butler, Hannah (**E**)
*Clark, Paul
*Clay, Bruce (**E**)
Dattilio, John
*Fiedler, Arthur (**E**)
Fitch, Ian
*Geiger, Michael (**A, E**)
*Madden, Ben (**E**)
Madden, Wendy (**E**)
Prescott-Hopping, Lynne (**E**)
*Yako, Michael

***= Pump Operator**
A= Academy Trained
E=EMT
P = Paramedic

2015 YEAR END CALL STATISTICS

TYPE OF ALARM	TOTAL
ALARM ACTIVATION	214
CO DETECTOR ALARM	18
INVESTIGATION *(OTHER)*	6
INVESTIGATION *(SMOKE IN AREA)*	4
INVESTIGATION *(SMOKE IN HOUSE)*	21
MUTUAL AID	10
STRUCTURE FIRES	5
CHIMNEY FIRES	1
COOKING FIRES (*CONTAINED*)	2
BRUSH, GRASS, WOODS	24
VEHICLE FIRE	3
VEHICLE ACCIDENT	61
MEDICAL AID	317
HAZARD	21
MISCELLANEOUS	59
TOTAL CALL VOLUME	766





FIRE PREVENTION

The Fire Prevention office is open Monday through Friday 8:00am to 4:00pm. The Fire Prevention office can assist you with questions regarding oil burner instillations, propane storage, plan reviews, smoke/carbon monoxide detectors or any other general question you may have. The Fire Prevention office also issues smoke/carbon monoxide detector certificates needed before the sale of any residential property. All smoke certificate inspections are held on Thursdays. If you have any questions, call 978-887-5725 and ask for Fire Prevention.

Number and Type of Inspections Performed:

1. Oil Burner/Oil Tanks	30
2. Propane Tanks	46
3. Smoke/Heat Detector Permits Issued (New, Remodel or Resale)	135
Number and Type of Field Inspections of Public And Commercial Buildings:	68

Fire Reports Issued:

1. Burned Car/Truck Reports	3
2. Insurance Company Requests	10

Fees Collected:

1. Burning Permits (557 permits)	$11,140.00
2. Smoke Detector Permits (New, Remodel, Resale)	$7,475.00
3. Oil Burners, Propane, and Tanks,	$3,850.00
4. Other Fees	$1,150.00
Total Fees Collected:	**$23,615.00**

GRANTS

Boxford is fortunate to have received four grants. Two grants received from the Commonwealth of Massachusetts Executive Office of Public Safety and Security in conjunction with the Department of Fire Services. One grant for $4,237.00 will be used to purchase supplies needed to teach elementary school-aged children about fire safety/prevention.

A second grant for $2,716.00 will be used to educate the senior population on preventative programs such as slip and fall, fire danger and also carbon monoxide awareness. The Boxford Fire Department will also work closely with the Council on Aging on making sure that our elders are all compliant with the codes on smoke/CO detectors in their homes.

We received a $2,000.00 matching grant from the Department of Conservation and Recreation to purchase equipment to outfit our Brush 1 with wild land firefighting equipment.

Finally, Lt. Soltys was accepted to attend an all-expense paid conference in Orlando Florida from the National Fire Protection Agency. This grant was awarded in conjunction with the Council on Aging and also the VNA for one member of each group to attend a two day seminar on Fire and Fall prevention with in our elder population. The learning objectives of this program have been brought back to Boxford to be implemented into our ongoing programs of working with the town's elderly population.

BOXFORD FIRE FIGHTERS GIFT FUND

The Boxford Fire Fighters Gift Fund was the recipient of many memorial gifts in 2015. These funds, along with other generous gifts donated throughout the year, allow us to purchase lifesaving medical and firefighting equipment not usually covered in our annual budget. Donations to the Boxford Fire fighters Gift Fund are always welcome and appreciated, as the ultimate beneficiaries are the residents of Boxford.

BOXFORD FIRE FIGHTER'S RELIEF ASSOCIATION

The Boxford Firefighter's Relief Association is a group of volunteers who provide continued support to the firefighters during illness, injury or other family crises. We have applied for 501(c)3 Federal tax exempt status (pending). This will allow tax deductible contributions and foster more effective fundraising.

In addition to supporting our members, the Association sponsors the Boy Scout Troop 51,
The Fire Explore Post 911, Matthew Smith Scholarship and other activities throughout the year. Membership is open to any individual who is 18 years or older. If interested call the fire department for more information.

EXPLORING: THE YOUNG ADULT DIVISION OF THE BOY SCOUTS

The Boxford Fire Explorer Post #911 is a group of young adults interested in learning both EMS and Firefighting skills. Did you know that six current members are past members of the explorer program? Explorers meet on Monday nights and train alongside the fire department. Open enrollment is available to any high school student at least 14 years old. Their attendance and participation fulfills their Public Service obligation at Masconomet Regional High School. I would like to thank firefighters Matthew Dyer, Tim Gorman, Peter Howard, John Rowen, and Mrs. Kathy Zolla for their dedication and assistance with the Fire Explorer program.

BOXFORD RESIDENTS

As always, the Boxford Fire Department is always looking for new members. If you are over the age of 18 and interested in joining the department, please contact Chief Geiger at 978-887-5725.

The Fire Department appreciates the support of all Town Boards, Communications, Inspectional, Police and Department of Public Works. I especially want to thank the fire fighters, and the officers of our department, for their endless dedication.

In conclusion I would like to express my sincere gratitude and appreciation to the wives, husbands and families for their support and understanding throughout the year. Your support helps make the Boxford Fire Department one of the best fire department in the area. Many thanks!

Respectfully submitted,

Brian Geiger, Chief

ANIMAL CONTROL

Numbers of wild animals encountered, euthanized or dealt with involving Rabies were significantly reduced this year. This does not diminish the caveat I annually repeat to check and renew any applicable vaccinations to all domestic pets, critters, and/or livestock for both human and animal safety and health. I would also like to encourage the use of microchipping and proper registration of the chip information with the appropriate supplier.

Taken as a whole, ordinarily this town is positively bucolic with few really serious dog incidences. This year Boxford experienced an uncommon event. We encountered the necessity of re-homing and rescuing two dogs at once. In late summer of 2015 neighbors on a quiet cul-de-sac noticed a Shepherd mix dog coming and going among their houses taking food left out for her but not allowing anyone to approach or secure her. Worried about her health and with fall weather encroaching, a major effort was made to capture and help her. A highly active rescue group, Missing Dogs Massachusetts, was contacted by one of the concerned neighbors and personnel stepped in to help with 24 hour surveillance and soon secured her in a cooperative effort with Boxford. She was briefly housed in Best Friends Kennel, our provider, and given a brief physical for safety. She was shortly re-located and fortunately speedily adopted through a Scituate, MA shelter, thanks to Missing Dogs rescue; a rather happy end to her story!

Our second dog challenge occurred shortly after and was the result of a local domestic disturbance. We were requested by the police to take possession of a large German Shepherd male dog as neither owner was equipped to provide him a home as a result of a break-up. This began our acquaintance with the highly technical world of dog rescue as practiced today. Initially, we brought him to Best Friends for housing during a thorough veterinary workup and neutering while we evaluated strategies for securing his optimum placement in a new home. It became obvious immediately that due to his large rugged size and weight and specific personality, we knew we were seeking a dog-savvy owner who understood and was capable of handling this type of dog with his high intelligence and drive, needing variety yet demonstrating an obvious yearning for bonded, dedicated closeness to a specific owner. Our very helpful associates at Best Friends were impressed with this dog and enjoyed him, but he required more than they had available for him. Enter One Tail at a Time Rescue, another local well-recognized dedicated group with its lead representative Kate Whitney, an experienced, astute, and connected social media practitioner. She was also instrumental in introducing us to a new resource, a boarding venue for our shepherd, a knowledgeable pleasant dog specialist named Marc Bernhardt of the cleverly trademarked "Hydrant Regency" dog care and training facility currently located in Topsfield. Marc sized the dog up immediately and volunteered to house him for us until we placed him. What luck! With our media manager and our physical requirements for the dog all in place, it was time to assess the in-coming flow of highly detailed stringent applications flooding in to Kate Whitney.

I became more familiar with the depth of the placement requirements set out by Kate and her organization as application flooded in. She also made me aware of some of the nastier statistical numbers associated with rescues, shelters, and re-homing groups who are truly shoveling against the tides to keep these dispossessed animals alive and gain them new "forever" homes. Some stats provided to me by One Tail at a Time Rescue are as follows:

1. Only 1 out of every 10 dogs born will find a permanent home.
2. The main reason animals are in shelters: owners give them up, or animal control finds them on the street.
3. Homeless animals outnumber homeless people 5 to 1.
4. Each year, approximately 2.7 million dogs and cats are killed every year because shelters are too full and there aren't enough adoptive homes.
5. Approximately 7.6 million companion animals enter animal shelters nationwide every year. Of those, approximately 3.9 million are dogs, and 3.4 million are cats.
6. According to the National Council on Pet Population Study and Policy (NSCPPSP), less than 2% of cats and only 15 to 20% of dogs are returned to their owners.
7. 25% of dogs that enter local shelters are purebred.
8. About twice as many animals enter shelters as strays compared to the number that are relinquished by their owners.
9. It's impossible to determine how many stray dogs and cats live in the United States. Estimates for cats alone range up to 70 million.
10. Only 10% of the animals received by shelters have been spayed or neutered. Overpopulation, due to owners letting their pets accidentally or intentionally reproduce, sees millions of these "excess" animals killed annually.
11. Many strays are lost pets that were not kept properly indoors or provided with identification.
12. There are estimated to be 13,600 animal shelters in the US.
13. According to the American Humane Association, the most common reasons why people relinquish or give away their dogs is because their place of residence does not allow pets (29%), not enough time, divorce/death and behavior issues (10% each). The most common reasons for cats are that they were not allowed in the residence (21%) and allergies (11%).

As the "One Tail at a Time" application process expanded, we saw that even though we had clearly stipulated our shepherd's specific attributes and needs, we received odd responses who said they could provide such conditions after returning for 8-10 hours a day at work! Other applicants placed too much emphasis on their philosophies of crating for long periods, or leaving him alone in an apartment setting for hours. Exactly the opposite of what we were seeking for the best possible interests of the dog who was enduring a major disruptive event to his life. The exercise fanatics had their say, claiming they would be running him alongside their bikes on the roads 3 to 5 miles a day! Can you say cripple? The vagaries of human nature aside, including trying to convince parents of tiny tots that they would be much better served with a golden retriever who would probably tolerate endless mauling and hair tugging that might a more serious minded working class dog, it is interesting to see how we can be oblivious to facts as we shape our own realities. The good news is that after much assessment and searching through never-ending applications, we were lucky enough to find what we felt comfortable was a match…a calm, pleasant, self-employed gentleman from Connecticut who would have the dog

by him nearly all day, every day, living next to acres of his conservation land. He had the sympathy factor as well, (verified through his veterinarian), that he had tragically lost two long time Shepherd companions within the last year due to two disparate types of cancer and was well deserving of a fresh beginning – just like our canine friend. He made the trip up to meet the shepherd and the rest is history!

Returning for a moment to the more serious side of the rescue process, the true effort and conscientious involvement of the rescue community, we witnessed in our initial venture into their inner working was enlightening. It is highlighted by the omnipresent fact that, in spite of numerous public message and rescue organizations' efforts, the on-going lack of sufficient spay and neutering still fuels the rescues, fills the shelters, and still necessitates the thousands of euthanasias annually with their horror, thus proving conclusively the issue is not being sufficiently addressed. The predilections of a voracious consuming public always searching for the new and different, have only added to the burden by their insatiable search for the new and exotic. Witness "designer dogs" which have sprung up and continue to proliferate, creating a choice of myriad coats and colors and physical and temperamental attributes. Where there is a niche for a market, some entrepreneur will fill it. But who will take the old, the less beautiful, or the slightly infirm who might have medical care and effort spent on them in lieu of a shiny new puppy...who will in the course of time inevitably itself become infirm and possibly less beautiful, and if lucky, will have endeared itself to its family sufficiently to end its life peacefully with them?

As an epilogue to this coverage of our placement experiences, we have added the following link with the permission of One Tail at a Time, to a gritty opinion piece entitled "Letter from a Shelter Manager" taken from their website, penned by an anonymous author. This article is a visceral exercise in what it means to face the horrific work of a shelter every day and the courage it takes to do what so few of us could. There are links provided to a You Tube video "A Day at the Pound" and a website piece entitled "Reality Check for Dog Owners".

http://www.reachoutrescue.org/info/display?PageID=11681

This has been a departure from our usual annual report, but I have seldom been so disturbed by an article which provides such a cautionary, thought provoking tragic piece of realism. Perhaps we should invest some perspective into its content, taking a hard look at the impact our actions, attitudes and personal "wants" affect the animals with which we claim to love.

Thanks to our supportive Communications Center whom without, we could not function. Our appreciation to Best Friends kennel for their extra help this year and to Reed Wilson our alternate Animal Control provider.

Respectfully submitted
Helen L. Phillips ACO

Education Reports

Trustees of the Boxford Town Libraries

Elementary School Report

Masconomet Regional District High School

North Shore Regional Vocational
School Committee

BOXFORD TOWN LIBRARY

2015 Annual Report

The Boxford Town Library offers a resource where patrons of all ages can access materials for their diverse informational and personal enrichment needs. The Library acts as a community space for residents to interact with and learn from each other and as a bridge to cross the technology gap offering access to the Internet and assistance with technology.

The Library Board of Trustees is a town agency, established by vote of a special town meeting on December 17, 1965. It is governed by Massachusetts General Law Chapter 78 and other pertinent statutes. Staff and Trustees are committed to providing personal and professional attention to each person using library services.

Facilities and Operations

In December of 2014, insurmountable facilities issues (rotting wood, vermin, chronic mold and failed mold remediation, unhealthy air quality) coupled with the failure to achieve a favorable 2/3 majority vote for a new building (61% favorable) forced the formal closure of the Boxford Town Library at 10 Elm Street. This action, along with the complexity of relocating the library function, put the town's library service in limbo and at serious risk of losing vital State Certification (needed to maintain reciprocal borrowing privileges with any other library in the Commonwealth).

With the leadership of Selectman Chuck Costello, the dedication of the Library Trustees, and the hard work of Library staff, town staff, especially DPW Director, John Dold; Town Administrator, Alan Benson; Assistant to Town Administrator, Susan Inman; and every member of the Boxford Town Hall staff, the town's library service was moved into the east wing of the ground floor of Boxford Town Hall. The library opened on March 4, 2015 with reduced hours, open hours four days per week (M, T, W, & Th) a limited collection, and modified service offerings.

With the limited space available in the Town Hall location, two thirds of the collection remained in storage unavailable for circulation. The Town authorized the Library to use the former West Library, 188 Washington Street, as a storage facility to house the remainder of the collection in storage. The remaining collection was moved into the former West Library on October 3 and was made available to the public on October 15, 2015. Boxford residents and consortium patrons are able to access the stored materials through the holds process.

In addition to losing its facility, Boxford Library also lost its Library Director and half of its 10 person staff. An Interim Director, Jeanette Glesmann, was hired while a Search Committee conducted a search for a new permanent director. The Library began filling its vacant staff positions in March with the search for a full-time Library Assistant. The Library Director position was filled when Kevin Bourque assumed leadership of Boxford Town Library on May 18, 2015. The Head of Reference position was filled in July. The library returned to fully staffed status on December 14, 2015 when the second full time Library Assistant position was filled.

Library Services and Programs

In 2015, the Boxford Library offered a variety of children's programs, implemented by Children's Librarian Josh Kennedy. These ranged from preschool story times and the monthly Lego building club for older children, to seasonal events such as the annual Halloween party, and the December holiday party. The Friends of the Library generously supported these events.

The library's annual Summer Reading Program for children featured the Super Hero-oriented theme "Every Hero Has a Story!" There were 290 participants who earned free admission and ride passes to the Topsfield Fair, as well as free books, provided by the Friends of the Library, for meeting reading goals in the summer. In addition, the Library hosted six special summer youth events, including the Fairy Tale Players performing their updated version of "Red Riding Hood" at Lincoln Hall, an "Animal Adventures" live creatures program, and Michael Zerphy's "Zany Acts" comedy event.

Adult programs and events are planned and implemented by staff members and complemented by offerings from volunteers and the Friends. Among the new and popular adult programs is the Cookbook Club which meets at the Town Hall location in Meeting Room One on the second Friday of the month. Participants choose a recipe from the featured book, prepare and bring it to the luncheon, where it is shared by all. In the Fall, the breadth and depth of Adult Programming returned as our new Head of Reference organized a number of programs including; author visit with Jay Atkinson, author of, "Massacre on the Merrimac," and the launch of the Wednesday Night Book Discussion Group.

The Library increased its commitment to borrowable technology with the purchase of two new products. For Children, the library purchased Playaway Launchpads. Each durable tablet comes preloaded with educational games revolving around a theme. For Adults, the library purchased Paperwhite Kindles. Each Kindle is circulated with a collection of new and popular fiction, with new titles added on a quarterly basis.

In the spring, The Friends sponsored the annual, "Books in Bloom," program engaging elementary school students in imaginative art projects to demonstrate their reading comprehension skills. In the fall, the Friends of the Boxford Library hosted "Farmed and Dangerous", an event that featured local author Edith Maxwell, author of "Farmed and Dangerous." This hugely successful event kicked off the Friends fundraising efforts for the year.

In 2016, we look forward to greater stability and a period of rebuilding over the next 3-5 years, resulting from a restored schedule, open 4 nights, hours on Fridays and Saturdays, and a full complement of staff. The Library could not offer its range of programming and services without the dedication of staff, Trustees, Friends, the Boxford Cultural Council, Barbara Perley Scholarship Fund, and members of the Boxford community. Many thanks to all!

Statistical Summary

41,487 holdings
33,202 items borrowed
15,397 visits to the Library
6,367 registered borrowers
72 children's programs; 1264 attendance

290 children participated in the Summer Reading Program
18 adult programs; 155 attendance
43 hours open on average per week
412 user sessions on public Internet computers
210 members of the Friends of the Boxford Town Library

Submitted by,
Kevin J. Bourque, Library Director
Library Trustees:
Julian Troake, Chair, Heidi Ellard, Vice-Chair, Carol Davis, George Fischer, Stephen Harvey, Lauren Laplante-Rottman, and Jane Moody

2015 ANNUAL REPORT
Boxford Elementary School Committee

School Committee

Christine Bolzan, Term Expires 2016
Yu Ching Buehler, Term Expires 2017
Carol Hubbard, Term Expires 2018
David Rivers, Chairperson, Term Expires 2018
Heather Vaz, Vice Chairperson, Term Expires 2017

Marc Mercier, Term Expired 2015

Mission, Values and Goals

The School Committee's Mission Statement, Core Values and Goals for 2014-2018 are posted at www.tritownschoolunion.com.

School Committee Operation

The Boxford School Committee meets approximately twice per month with a formal agenda on the second and fourth Thursday at Town Hall. All meetings are posted at Town Hall and are open to the public as described in the State Open Meeting Law. The School Committee also meets jointly with the Middleton and Topsfield School Committees as part of the Tri-Town School Union.

The School Committee has all the powers conferred on it by state law and must perform those duties mandated by the state. Its responsibilities are varied, but relate primarily to policy determination. Some of the duties of the School Committee include:

- Employment of the Superintendent of Schools
- Preparation of an annual budget
- Program evaluations
- Approval of curriculum and materials
- Planning school services
- Collective bargaining
- Public relations

While the School Committee acts directly as the policymaking body relative to general educational policy, it does not wish to operate in a vacuum. The School Committee actively seeks the counsel and support of the administration, staff, School Councils, the Parent Teacher Organization (PTO), Boxford Elementary Schools Trust (BEST), the Special Education Parent Advisory Council (SEPAC), parents and the community. This input is generated through written and verbal communication within the school community, and working closely with other Town Boards and committees. Additional information about the School Committee and its operation as well as the Cole and Spofford Pond Schools can be found on the school district web sites at www.boxfordschools.org and www.tritownschoolunion.com.

Individuals and groups wishing to address the School Committee at a meeting may do so as part of the agenda under "Remarks from the Public" or contact the chairperson by telephone or in writing.

School Management

Principals are responsible for the daily operation of each school. The responsibilities of school-based administrators include curriculum implementation, instruction, personnel matters, student issues and the physical plant. School Site Councils are in place in each school. Members include the principal, parents (elected), teachers (elected), and a community member (appointed by the principal). The role of the School Site Council is to advise the principal on areas of school improvement. All School Site Council meetings are open to the public and are posted with the Town Hall. A list of meetings is on each school's website at www.tritownschoolunion.com.

The Superintendent is appointed by the Tri-Town School Union Committee (Superintendency Union 58). The School Union Committee jointly employs the Superintendent (PK-6), Assistant Superintendent of Operations, Assistant Superintendent of Student Services, Director of Curriculum, Director of Facilities and ESL Coordinator as well as the secretarial and bookkeeping staff of the Central Office and other specialist roles. The Superintendent acts as the Chief Executive Officer of the School Committee in the operation of the schools.

Milestones

In May, 2015, the term of School Committee Member Marc Mercier ended after having served three years on the committee. Carol Hubbard filled the vacancy with her election to serve a three year term. David Rivers was re-elected to a second three year term.

In June, Art Teacher Pamela Dalton was honored at the State House as a semi-finalist in the Massachusetts Teacher of the Year program.

Mrs. M. Jane Bonaventura retired from her position as a Speech and Language Pathologist at the Harry Lee Cole School after twenty-six years of service to the community. Donna Eckman retired from her role as an ESP Math Coach at the Spofford Pond School having served in the role from 20003-2015. Mrs. Susan Bodwell retired in June as the Director of School Nutrition for Boxford after twenty-five years and Topsfield after thirty-three years of service to each community. Mrs. Ann Knight retired from her position as a School Secretary at the Harry Lee Cole School, having served from 2005-2015. Mrs. Knight had also served for six years from 1995-2001 as a member of the School Committee and School Building Committee.

Staff Anniversaries

Thirty staff members observed five-year anniversaries of service in our schools in 2015-2016. Five-year service pins were presented to Arlene Amendolara, Toni Fitzgerald, Mary Galardi, Brian Middleton-Cox, Courtney Bush, Lee Camuso, Karen Hussey, Alexandra Johnson, Rebecca Kelly and Jamie Maltz. Ten year pins were presented to Michael Capozzi, Tiffany Stone, Julie Jayne, Barbara Boulay, Kathryn Magee, and Diana Mazzaglia. Fifteen year pins were presented to Cynthia Burns, Sharon Davis, Sara Hartley, Lisa Holt, Ellen Rice, Dorothy Patch, Caroline Cashin, Pamela Dalton, and Patricia Frizzell. Twenty year pins were presented to Donna Madden and Candyce Wainwright. Mary Ann York was recognized for her twenty-five years of service to the Boxford Elementary Schools.

New Staff Appointments

Harry Lee Cole School welcomed the new staff members Josephine Lee, Secretary; Cortney Dalen, Clerical Aide; Hollie Tavares, Endicott College Fellow; Kathleen Reardon, Behavior Specialist; Maria Guidi, Kindergarten Teacher; Jake Siebert, Behavior Specialist; Jessica Fuller, Math Coach; Adam Halley, Physical Education; Amy Daly, Educational Support Personnel; David Bove, ESL Teacher; Robin Mullen, Speech/Language Therapist; and Ellen Nee, Speech/Language Therapist.

Spofford Pond Elementary School welcomed new staff Kara Malo, Grade Four Teacher; David Bove, ESL Teacher; Dayna Horgan, Music Teacher; Kristina Valcourt, Education Support Personnel; Lauren Iola, Education Support Personnel; Joseph Lovati, Education Support Personnel; and Rachel Eramo, Education Support Personnel.

Achievements of Note in 2015

Enrollment/ Class Size: In June, enrollment numbers for Kindergarten swelled significantly above projections. Understanding the Boxford learning community expectation to retain class sizes under 20, particularly in Kindergarten, the School Committee weighed several options before voting to approve the addition of a 6th Kindergarten classroom, while examining the recently passed budget for tradeoffs to pay for it. The School Committee was able to delay the funding of some school expenses, then requested and received approval for additional funding from the town at Fall Town Meeting. Spofford Pond School maintained five sections for grade three, and six sections for grades four, five and six. This enabled us to absorb new students and maintain desired teacher-student ratios.

Professional Development Grant: Both schools received a professional development funding from BEST and PTO to support teachers in the study of "Effective Use of Teacher Language". The total amount received from these two organizations was $15,391.55. Teachers began working with consultant Mike Anderson to study this topic using the following two books: The Power of Our Words by Paula Denton and Mindset by Carol Dweck.

STEM Initiative: STEM (Science, Technology, Engineering and Math), was successfully incorporated into the curriculum in 2014-2015, as a specialist program at both Cole and Spofford. The STEM program aims to expose children to these fields early in their education, in order to lay the groundwork for understanding and appreciation for the scientific approach and to ensure that the next generation remain and produce leaders in these fields. The program, which is largely project-based, teaches the Engineering Design iterative method for developing and optimizing design and engineering solutions to real world problems. The STEM program is customized to specific grades, and offered to all Kindergarten through sixth graders. Dr. Rains' STEM Blog at Spofford Pond can be accessed at https://spoffordstem.wordpress.com/. Ms. Wainwright's Blog at the Harry Lee Cole School can be accessed at http://hlcole.blogspot.com/.

Foreign Language Update: After moving the foreign language class into a before-school and after-school instruction, along with offering it as fee-based starting 2014-15, we have been able to provide a significantly more comprehensive program and offer multiple (Spanish, Chinese, French) language instruction. The program, now in its 2nd year, is run by an organization called Global Child. Enrollment has been strong, as has satisfaction with the level of instruction.

DESE Level 1 Status: For the third consecutive year based on The Partnership for Assessment of Readiness for College and Career (PARCC) and MCAS testing results, the Boxford School District achieved Level 1 status with the Massachusetts Department of Elementary and Secondary Education. Level 1 status indicates that Boxford is a top-performing district, resulting in the lowest level of state intervention with regard to operational oversight and planning. This classification will continue to provide our teachers and leadership team with the opportunity to focus more on student achievement and less on bureaucracy.

PARCC: The Partnership for Assessment of Readiness for College and Careers (PARCC) is a multi-state consortium working together to develop a common set of K-12 assessments in English and math anchored in what it takes to be ready for college and careers. These new K-12 assessments will build a pathway to college and career readiness by the end of high school, mark students' progress toward this goal beginning in grade 3, and provide teachers with timely information to inform instruction and provide student support. In spring 2015, 54 percent of districts in Massachusetts administered PARCC tests to students in grades 3-8. Students at the Spofford Pond School in Grades 3-6 (as well as students in Middleton and Topsfield) participated in the first year administration of the PARCC online assessments in the spring of 2015.

Massachusetts is one of several states implementing PARCC in 2015. PARCC states have committed to building a K-12 assessment system that:

- Builds a pathway to college and career readiness for all students
- Creates high-quality assessments that measure the full range of the Common Core State Standards
- Supports educators in the classroom
- Makes better use of technology in assessments
- Advances accountability at all levels
 http://www.tritownschoolunion.com/district/news/boxford-nclbesea-school-district-report-card

Technology Investment: 2015 has been the second year of a new approach to investing in technology in the Boxford Schools. Prior to 2014, investments were made based on run-fail-model requests, often by utilizing unplanned funding when it was available. This resulted in a fleet of digital devices that was insufficient to meet demand, did not provide consistently reliable devices, and resulted in underutilization of the fleet's potential because of that lack of reliability. The current approach utilizes the Omnibus Technology Advisory Committee to provide guidance to the School Committee in taking inventory of digital devices, making purchasing recommendations, recommending staffing changes, and recommending policy changes to adequately manage the district's approach to technology. The result has been the treatment of technology as a utility across the district, in that it is a regular expense and investment that needs to be maintained on a regular basis in order to ensure the smooth operation of our increasingly technology-based learning in the schools.

Internet connectivity: Minor expansion of the Wi-Fi network occurred in 2015 along with regular monitoring of the usage of Internet bandwidth at both schools. The 100mbps duplex fiber optic (steady state guaranteed) connection has been adequate for our schools' needs, as teachers and students have reported no connectivity problems, and utilization of our digital devices continues to increase as the reliability of our fleet of devices, technical support, and network infrastructure has improved.

DESE/Coordinated Program Review: Once every six years, the Department of Elementary and Secondary Education is required to conduct an in depth review of every school district in their program implementation and compliance with key regulations; for Boxford, this monitoring review took place in December 2013. The Coordinated Program Review focused on our district's implementation of Special Education, Civil Rights, Title I, and English Language Learner Education programs. The review involved hundreds of hours of document preparation and submission to the DESE, student record reviews, and interviews of staff, administrators, and parents (both through surveys and face to face interviews.)

The Boxford Schools received the written report in the late spring of 2014 which noted very few areas of rated as 'Partially Implemented' meaning the district was in full compliance on most standards of regulatory compliance. The schools have posted the report on its website and it is also posted on the DESE website.

During the 2014-2015 school year we conducted a variety of training programs for staff as well as instituted a few new monitoring procedures in order to ensure full compliance. These training programs and monitoring procedures were approved by the DESE review team and have resulted in our district now being considered fully compliant with all the regulations and standards. The Boxford Public Schools offer high quality special education and other supportive service programs for all types of learners and will continue to ensure our practices align with regulatory requirements.

Enrichment Program: Starting in the fall of 2015, the Specialist teachers have been collaborating on a new enrichment offering for students: **"Innovation in the Arts: Inventors, Composers, Artists and Athletes"**. This program is a 3-4 consecutive week Enrichment program in which each student in our school participates at some time during the 2015-2016 school year. Students rotate through each Specialist class during the RTI block for their grade level. The focus is an integrated approach to studying modern day innovations in each of these disciplines.

Google Classroom: This year, the school email service has been switched over to Google Mail and transferred all boxfordschools.org accounts to Google servers. Google Apps for Education is free for schools, and can be used with any computer, tablet, or smartphone. As a school, we are using Google Docs to share information and store documents that can be accessed by every staff member. Having a central location for information saves instructional time and infrastructure resources. Teachers can create a lesson repository, and can work on lessons and units collaboratively with each other and with students. We can use Google forms to collect, share, analyze and graph data.

Extended Learning Opportunities: In the 2015-2016 school year, we continue to work to intrigue and challenge our students through extended Learning Opportunities. Participation and achievement have been outstanding in The Online Math League program (grades 2-6) reaching over 120 students before school. We also have excellent participation and stimulating mental activities with our Math Olympiad Teams (grades 4-6). We service over 80 students during their RTI block, 1 time per week through this worldwide program. We also are participating in a community Literary Magazine through the Collaborative for Regional Education and Training (CREST). Students are invited to submit writing, music composition or artwork for possible publication in this magazine. Several students were published in the winter and spring editions.

Students in our schools have also continued to enjoy and learn from cultural enrichment activities provided by funds from the PTO including:

- Miss Frizzle Story Telling
- The Audubon Ark and Drumlin Farm (3 programs) – Winter Survivors, Miraculous Mice and Which Comes First, Chicks or Eggs?
- Museum of Science–Animal Habitats, Rock Detectives & Building Bridges
- New England Aquarium – Water Properties
- Windows on Wildlife
- Young Audiences of Massachusetts–Ben Franklin
- Leeny Del Seamonds, Master Storyteller
- World of Owls
- Earth View-Bridgewater State College
- Techsploration–3 Programs: Simple Machines, Electricity, & Transportation
- Hands on History–funded in part by the Cultural Arts Council and in part by the Boxford PTO
- Johnny the K, Musician, Teacher, Performer

Students also participate in after school learning through the Tri-Town Council's Horizons program throughout the school year. Classes are offered at both Cole and Spofford Pond schools. Some of the classes offered this year are Lego engineering, sewing, theatre, holiday crafts, Zentangle art, exercise programs, pottery, and winter outdoor activities like tracking and shelter building.

Spofford Pond and Harry Lee Cole Schools Designated as EPA "Energy Star" Schools: Notification was received in January from www.energystar.gov that the Spofford Pond and Harry Lee Cole Schools were again designated as Energy Star" schools. The "Energy Star School" designation is an award applied annually that recognizes superior energy performance and identifies a school as among the most energy efficient buildings of their type in the nation as recognized by the Energy Star Program. This marks the fifth consecutive award for Spofford Pond School. The Harry Lee Cole School has earned the "Energy Star" designation for six consecutive years.

Secretary's Award for Excellence in Energy and Environmental Education: The Spofford Pond Green Team took a trip to the State House on May 11, 2015 to be recognized with the Secretary's Award for Excellence for their efforts in reducing energy and increased recycling. The Green Team is led by sixth grade teacher, Ms. Boyle and is a group consisting of concerned and interested fifth and sixth grade students with maintaining a healthy environment.

Spofford Pond Playground and Recess Experience:
The Spofford Pond Site Council gathered a sub-committee to focus on the recess and playground experience for students. The group will convene again during the 2015-2016 school year and will examine accessibility options for students with disabilities. This group accomplished the following during the 2014-2015 school year:

1. Painted the playground with numerous games for students to play with beautiful bright colors.
2. Added a buddy bench.
3. Added two chess/checker tables (paid for by the Boxford PTO).
4. Added an "indoor" recess option each day.

Capital Improvements made to Boxford Schools

Aaron Wood Building Renovations: The renovations on the Aaron Wood building, which houses the Tri-Town Union Superintendent's office, were started in late June 2015 and realized substantial completion in October 2015. The project consisted of the following tasks:

1. Roof replacement and cupola renovation
2. Demolition and reconstruction of front stairs and ADA access
3. Insulation installation
4. Point brick repair
5. Back deck replacement
6. Fire escape renovation and repainting
7. Window replacement
8. HVAC Installation
9. Internal reconfiguration of the Business Office
10. Internal and external painting
11. Door and door hardware replacement
12. Emergency generator installation
13. Data closet relocation
14. Repair and renovation of the Superintendent's Office and the Assistant Superintendent's Office

The total project budget is $942,398. The Boxford Community Preservation Committee has contributed $275,353 with the remaining $667,045 coming from Boxford, Middleton and Topsfield over the next ten years. Boxford is paying for the majority of this project along with financial partnership from the Town of Middleton and the Town of Topsfield.

This endeavor involved the cooperation and support of all three communities and their corresponding boards and committees. Many thanks go to the following:

1. Community of Boxford for supporting the project
2. The School Committees of Boxford, Middleton, and Topsfield
3. The Boards of Selectmen for Boxford, Middleton and Topsfield
4. The Finance Committees for Boxford, Middleton and Topsfield
5. The Boxford Permanent Building Committee for guidance and supervision
6. The Boxford Community Preservation Committee
7. Mr. Alan Benson, Town Administrator
8. Mrs. Kathleen Benevento, Town Finance Director
9. Mr. John Dold and the Boxford DPW for help with our relocation (twice!)
10. Stephen Clifford, Director of Facilities for his supervision and leadership
11. Brian Middleton-Cox, Harry Lee Cole School Building Principal for accommodating Central Office during the renovation

Considerable thought went into repairing and renovating this building in order to maintain its original 1930's character and charm while providing a solid building to serve the community for many years to come.

Boxford Learning Community Support Organizations

Boxford Parent Teacher Organization: The Boxford PTO invested approximately $45,000 in the elementary schools for the 2015-2016 fiscal year. The goal of the PTO is to use parent donations to enhance the education of the students at Cole and Spofford through supportive programs, teacher tools, and community building events.

Over $20,000 of 2015 spending went to the "Teachers' Wishes" program, which funds teacher grant requests for supplies. This year's Teacher Wishes included guided reading materials, writing enrichment materials and organizers, various publications, wireless headset microphone and speaker kit, document cameras, iPads, bell kits and bass xylophone for music, OT and PT support materials and variety of other curriculum enhancing materials, apps and software.

Approximately $18,000 of PTO spending supported this year's Curriculum Enrichment program. Each grade level benefits from one or more of these programs each year. For example, last year all fifth grade classes were entertained by the Techsploration show about electricity, which was followed by hands-on electricity experiments in each fifth grade classroom. The PTO has added Miss Frizzle and Johnny the K programs to Cole school, in addition to the Audubon, Museum of Science, Drumlin Farms, NE Aquarium and History of Rockets and Space Flight programs. Many of the enrichment programs cover aspects of science, including biology and geology related topics.

The PTO also helped to defray the costs of the 2nd and 6th grade activities and celebrations, and contributed $1,300 to this year's 6th grade activities committee. Additionally, the PTO supported teachers by sponsoring the annual teacher appreciation week and by providing refreshments for monthly meetings. The PTO spends approximately $1,000 on school beautification throughout the year between Cole and Spofford Pond Schools.

The PTO recruits parent volunteers to host family events throughout the year. These include the Talent Shows, Halloween Party, the Fall Fundown, and a student Color Run to celebrate the end of the school year. Fees charged for these events help defray the cost of outside food and entertainment. In addition to running annual programs in 2015, the PTO worked with two local businesses to produce lines of school "Spirit wear" clothing and items for students and staff in an effort to increase school spirit.

Primary sources of PTO funds are the membership drive and directory sales in the fall, a fall catalog sale fundraiser, yearbook sales, a spring fundraiser raffle and auction, and participation in the Tri-Town Sports Sale.

Boxford Elementary Schools Trust: The Boxford Elementary Schools Trust (BEST) is an all-volunteer, non-profit organization dedicated to fostering excellence in our public schools by raising private funds to supplement long-term elementary school initiatives and innovative teaching tools, technology and teacher trainings. BEST provides these funds by reviewing and approving teacher-driven grant proposals. Grant awards have the broadest possible effect on our community and the best chance of helping teachers bring innovation to our district. During the 2015-2016 school year, BEST donated approximately $46,500 to Cole and Spofford Pond Schools by funding grants including:

- A state-of-the-art science pilot in grade 5 – **Science from Scientists** – that brings real scientists into the classroom to run experiments and provide enhanced instruction every two weeks throughout the school year
- A technology pilot for two 6th grade classrooms, one **1:1 iPad** classroom and one **1:1 Chromebook** classroom
- A comprehensive teacher development course called the **Power of Our Words**, implemented at both Cole and Spofford Pond Schools that focuses on verbal communication in the school environment and how word choice impacts student development and confidence
- **Portable Voice Amplification Systems** for Spofford Pond School to be utilized at the discretion of the Speech Pathologist in classrooms.

BEST is honored to bring these enhancements to the Boxford Elementary School System and will continue to seek future funding to maintain the high quality elementary education we have in our public schools.

School Enrollment, October 1, 2015

	PK	K	1	2	3	4	5	6	Total
Harry Lee Cole School	44	98	82	87					311
Spofford Pond School					92	102	121	110	425
Total PK-6 Enrollment	44	98	82	87	92	102	121	110	736

Massachusetts Comprehensive Assessment System (MCAS) and School District Accountability System

Educational Reform in Massachusetts is now in its twenty-second year. The revamped School District Accountability System is in its fourth year of implementation by the Department of Elementary and Secondary Education (DESE). The Boxford School Committee's goal continues to be to increase the number and percentage of our students achieving at the Advanced and Proficiency Levels in each grade and in each subject tested year over year. The Department of Education has rated each school district and school in terms of its performance and improvement over the past two years. Detailed information about the new Progress and Performance Index (PPI), including our designation as a Level 1 District under the federal Elementary and Secondary Education Act (ESEA) can be found on the Massachusetts Department of Elementary and Secondary Education web site, which can be accessed directly at:

http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=00380000&orgtypecode=5&http://profiles.doe.mass.edu/accountability/report/district.aspx?linkid=30&orgcode=00380000&orgtypecode=5&

In the spring of 2015 our students participated in the first administration of the PARCC Assessment Program. Our students in Grades 3-6 completed computer based online assessments in English Language

Arts and Mathematics. Results for our schools can be viewed on the Department of Elementary and Secondary Education (DESE) web site at:

http://profiles.doe.mass.edu/parcc/achievement_level.aspx?orgcode=00380000&fycode=2015&orgtypecode=5&

Our students continued to participate in the Massachusetts Comprehensive Assessment System (MCAS) Grade 5 Science and Technology and Engineering Assessment. Additional information regarding the performance of Boxford students including historical trends, the Composite Performance Index, and the Student Growth Percentiles can be found on the Department of Elementary and Secondary Education's web site at:

http://profiles.doe.mass.edu/mcas/achievement_level.aspx?linkid=32&orgcode=00380000&orgtypecode=5&http://profiles.doe.mass.edu/mcas/achievement_level.aspx?linkid=32&orgcode=00380000&orgtypecode=5&

Our students performed well on the PARCC Assessments and continue to perform well on MCAS Assessments. It is anticipated that new Science curricula and materials will be needed over the next several years to allow our students to keep pace with changes made to the MCAS resulting from the state's Common Core Standards. A complete School and District Report Card for 2015 published by the Massachusetts Department of Elementary and Secondary Education for Boxford can be found at:

http://profiles.doe.mass.edu/reportcard/districtreportcardoverview.aspx?linkid=37&orgcode=00380000&fycode=2015&orgtypecode=5&

http://www.tritownschoolunion.com/district/news/boxford-nclbesea-school-district-report-card

Curriculum and Program Development

The Boxford Elementary Schools maintains a website that contains detailed information about our ongoing initiatives in curriculum, instruction and professional development. These web-based resources can be located at http://www.tritownschoolunion.com/district/curriculum-0.

Educators continue to implement lessons that align with the Massachusetts Frameworks in English Language Arts and Mathematics and have participated in ongoing professional development to support these subject areas since the adoption of the revised standards in 2010.

Fundations (Language Word Study Program) has been successfully implemented in grades K, 1 and 2 at Cole and will be implemented in grade 3 at Spofford Pond School during the 2016-2017 school year. A Tri-Town Science Committee was established in the fall of 2014 consisting of educators representing grades Pre K-grade 6 including staff members in a variety of roles. This committee is in the second year of the search process and is reviewing and evaluating programs from many publishers. The committee hopes to make a recommendation to the school committee regarding a recommendation for a Science curriculum adoption in the fall of 2016 with the hopes of implementation in the fall of 2017.

Professional Development

Record numbers of educators participated in professional development courses during this past school year. Below is a list of the in-district graduate level courses offered:

- Reader's Workshop (K-2)

- Reader's Workshop (3-6)
- Pedagogy- Best Instructional Practices (PK-6)
- Early Literacy (PK and K)
- Math Workshop (K-2)
- Math Workshop (3-6)
- Close Reading (3-6)
- Creating and Maintaining a Blog (PK-6)
- Practical Application of the Principles of Applied Behavior Analysis (ABA)
- Applied Behavioral Analysis for Special Educators-
- Genre Study (K-6)
- Incorporating Grammar into Writer's Workshop (3-6)

In addition to graduate courses teachers have been engaged in various workshops to improve and enhance their professional skills. Although not exhaustive, the following describe many of the key workshops offered during the past year.

Tech Talk:
The Tech Talk workshop series is currently in its third year. A variety of new topics are being addressed in addition to many in-demand repeat sessions being offered for those unable to previously participate. Currently there are many offerings related to Google applications as our teachers work to more fully utilize Google applications for education.

W.I.S.E:
The W.I.S.E. (Workshops in Education) was launched in September 2015 after a great deal of planning by the WISE Planning Committee last spring led by Heidi Canner from Spofford Pond School. The one hour workshop sessions are modeled after the successful Tech Talk series. There are a wide variety of topics offered related to special education and meeting the needs of diverse learning styles. Topics for this session were generated from a variety of sources including the Coordinated Program Review, the Walker Program Evaluation report, and a professional development survey administered to all Tri-Town staff. Sessions take place weekly throughout the school year and are led by Tri-Town educators.

Fundations Training: Grade two teachers completed the Wilson Fundations training during the summer to prepare for implementation of Fundations in grade two in the fall. Grade three will complete this training in the spring of 2016.

Science from Scientists
Spofford Pond School has received $15,000 in funding through granting process of BEST and New England BioLabs to support a "scientist-in-residence" program for grade five students. The students have a year-long relationship with two scientists that lead the learning in their science classroom twice a month with in-depth and hands on science lab lessons. These lessons serve to deepen the students' understanding and knowledge of the fifth grade science curriculum.

Response to Intervention

Teachers and staff at both Harry Lee Cole School and Spofford Pond School continue to support students through the Response to Intervention (RTI) process in Reading, Writing and Mathematics. The RTI program uses district and state assessments, AIMS Web, and teacher recommendations and observations to identify struggling learners. Students with identified needs are supported with additional targeted math and language arts intervention either by a math coach or reading/literacy specialist, or writing coach (Spofford only) in addition to instruction from the classroom teacher. Math, Reading and Writing Specialists meets with classroom teachers at regular intervals throughout the year to discuss progress and revise student goals and plans.

At the Cole School, the "What I Need" (WIN) Block is a 30-minute period each day in which students receive Differentiated Instruction in the core areas of English Language Arts and Mathematics. Differentiation is a mindset or philosophy in which the teacher knows the curriculum and standards, has an understanding of the uniqueness of his or her learners, and then – using an array of instructional approaches and assessment tools – plans with precision and flexibility to enable students to be successful (Gregory, Gayle What Principal's Need to Know About Differentiated Instruction, 2012). During this 30-minute block, our staff members strive for rigor and relevance for all students. The students in need of extra support in these content areas receive direct instruction from RTI Interventionists. Other students are flexibly grouped within their classroom based on clear objectives based on their current academic and social needs.

At the Spofford Pond School, Response to Intervention (RTI) services are delivered during RTI blocks. Students in need of additional academic support have been identified using data collected from: previous MCAS results, universal screenings (AIMS web), writing prompt performance, Fountas & Pennell Reading assessments, Math In Focus assessments, and any additional classroom information that is pertinent. The students are provided with additional writing, math and language arts instruction based on their identified needs from the data. Each grade level team of teachers convenes to analyze the student data, discuss intervention strategies and plan for intervention groupings. Students who are not receiving RTI intervention during the RTI block are in their classrooms working on identified skills and concepts as an opportunity to provide additional reinforcement, practice, or challenge. The principle behind this schedule is to have additional time in the school day to differentiate for student learning without taking away from the core curriculum instructional time. No new instruction is presented during the RTI block at each grade level. Other students who are not identified as needing RTI support are flexibly grouped within their classroom based on objectives on current academic and social needs. Teachers team with one another to differentiate the support that these students need and will change the support accordingly.

Fiscal Management

The actual expenditures and approved elementary school budgets Fiscal Years 2014 - 2016 are detailed on the chart below.

	FY14 Actuals	FY15 Actuals	FY14 Approved Budget	FY15 Approved Budget	FY16 Approved Budget
Budget Expenditure Summary					
Total Salaries	6,857,054	6,987,322	7,268,616	7,711,616	8,104,868
Total Supplies, Educational Materials, & Technology	430,251	439,136	300,971	395,780	446,363
Total Equipment	48,820	55,368	50,473	57,670	66,408
Total Prof. Dev. (Mem./Work./Conf.)	87,774	95,782	93,066	113,291	127,656
Total Special Education & ESL (Tuitions & Services)	471,066	531,237	608,801	592,430	659,756
Total Transportation	412,663	438,766	428,529	444,918	449,878
Utilities	248,911	222,046	223,978	243,714	263,340
Facilities	188,252	224,967	183,572	183,410	240,396
Sub-Total Boxford Elementary Sch Budget	8,744,791	8,994,624	9,158,004	9,742,829	10,358,665
Add: Health Insurance	1,177,210	1,360,350	1,220,370	1,400,693	1,571,284
Less: Applied Income from Grant & Revolving Funds			555,340	625,340	727,760
Local (Total) Town Approp with Health Insurance	9,757,217	10,354,974	9,823,034	10,518,182	11,202,189

Please note: The FY2016 Budget includes $60,000 for the additional Kindergarten Section approved at the Boxford Fall Special Town Meeting

Outsourcing of the School Nutrition Program (Year One)

This school year the three elementary school districts issued a shared request for proposal for school nutrition management services. Our goal is to increase the percentage of participation in the program by students and staff. One of the primary concerns for Boxford is the development of a school nutrition program that delivers increased fresh produce, in-house (or scratch cooking), and integration with the educational culture of the elementary schools.

Whitsons Culinary Group was selected to provide management services to our district for FY2016 with the opportunity to continue in FY2017 and FY2018 if unanimously approved by the Boxford, Middleton, and Topsfield Elementary School Districts annually.

Whitsons assigned Christopher Braden as our Food Service Director. Christopher Braden comes to us with fifteen years of professional food service experience. He graduated with honors from the Western Culinary Institute in Portland Oregon. His most recent position was the Executive Chef for Niche Hospitality Group in Wellesley. Christopher also worked in at the Yokohama International School in Yokohama Japan for several years.

Whitsons provides the district's nutrition program with services in management, marketing, professional development, procurement, and accounting. These services are integrated with our existing employees that work in our kitchens.

The FY2016 Projected Budget is more expensive than if we maintained management services in-house by approximately $13,111 (Please note: health insurance is not included in either managed estimates). It has been our understanding and expectation that we will need three years with this service to determine if the management services are advantageous to the District.

Special Education

The special education programs in Boxford have always been outstanding and we continue to assess and modify our program needs each year to ensure we remain flexible enough to meet the complexity and numbers of our students with disabilities. School districts are mandated by state and federal laws to provide special education services to those students with disabilities who require specialized instruction in order to make effective educational progress and to ensure that these services occur in the least restrictive environment; we are obligated to begin providing special education services to eligible students on their 3rd birthday. We work closely with the local Early Intervention Program (birth to age 3 support program) to gather pertinent information about children with whom they work, allowing us to plan for incoming students during the school year. Special Education programs are required to be individually tailored to ensure the individual student makes steady progress towards meeting the same curriculum standards as all students in our district. Therefore, this is an area over which the local School Committee has little control in terms of costs, which does have a major impact upon our budget. Clearly, there are diverse student needs that must be addressed through highly specialized educational programs and the School Committee asks for your continued support with the local budget to ensure all children's needs are fulfilled to the best of our ability.

As of December 1, 2015, there were 130 students in the Boxford Elementary Schools, grades Pre-Kindergarten through grade 6 identified as eligible for special education; this represents a 7 student decrease. Over the past 4 years, our Dec. 1st special education headcount has been between 128-134; the 4 years prior to 2012, the headcount was between 135-150.

The District is deeply committed to an inclusion philosophy pursuing effective ways to integrate all our children into regular education settings. We continue to implement an inclusive Co-Teaching Model at both schools, which combines the strengths of a classroom teacher with those of a special educator to provide specialized instruction in the regular education classroom setting, one of the goals and requirements of the special education regulations. While the co-teaching model is effective for many students, we also recognize that we need to offer a full continuum of services, therefore the co-teaching model is not a 'full-time' program model. We also have Resource Room and Learning Center Program models in order to address the varied needs of our students. In September 2014 we added a Language-based Learning Center at the Cole School which has been very successful in meeting the unique needs of some of our youngest students. With this new L-BLC program at the Cole School, we have now have a wider range of program offerings at both our schools.

We have continued our special education program partnership with the Middleton and Topsfield Public Schools at the Spofford Pond School. This cross-district program provides highly specialized education

and therapeutic supports to a small number of students who require modifications to their curriculum, instruction and therapies in multiple areas; this well supported education program has been of great benefit to not only the students in Boxford, but also for students in our 'partner' communities. The Spofford Pond School community has fully embraced and welcomed all the students and this program is a model which provides not only a highly specialized educational experiences, but also is an effective use of resources so that students with common learning profile needs can be educated together in an efficient manner.

We also extend our in-district program options through memberships with two outstanding Collaboratives, CREST (formerly known as the Greater Lawrence Educational Collaborative) and Northshore Education Consortium, which enables us to provide specialized educational programs to low incidence populations of special needs students and to serve as a resource to work collaboratively with member districts to address a variety of special education issues, as well as to provide professional development opportunities for staff.

The Special Education Parents Advisory Council (SEPAC) is combined with the Masconomet SEPAC and these parents work hard to provide support and information to parents as well as raise money to provide supplemental materials or resources to the special education students and staff in our schools. We have had consistent leadership and participation of parents in the SEPAC activities from Boxford parents. Anyone interested in learning more about the SEPAC and their calendar of events should check out their website: http://www.tritownsepac.org/.

Superintendent Search

In August 2015, the School Committee received a letter of resignation from Superintendent of Schools, Dr. Bernard Creeden, announcing in his intent to retire on June 30, 2016. The School Committee, as part of the larger Tri-Town Union School Committee (TTU) was charged with hiring the next Superintendent of Schools.

Instead of hiring a search firm, the TTU Committee chose to form its own search committee, comprised of different categories of stakeholders in Boxford, Topsfield and Middleton to have a more customized approach for this unique district. The entire TTU Committee participated in a focus group, out of which was developed a leadership profile and job description, which was posted on September 21.

Applications were solicited from the various stakeholder groups for members of a Superintendent Search Committee that would ultimately evaluate applications and conduct interviews, before putting forward any finalists. By October 1, thirteen members were selected, comprised of parents, community stakeholders, School Committee members, and teachers from each of the three towns, and representation from the school leadership team: Christine Bolzan (Chair), Amy Karas, Mark Lyons, Pam Messenger, Brian Middleton-Cox, Karen Nawoichik, Deb O'Brien, Elizabeth Palmer, Melissa Pierce, Kerry Russo, Gordie Spater, Kristen Swanson, and Gimmie Sue Valacer.

The Superintendent Search Committee leveraged LinkedIn, independent executive searches, posted the job in online portals and built a custom website to share information. Focus groups were held with parents and community members in all three towns, and the Central Office. By the deadline of October 16, a total of 22 applications were received. The Superintendent Search Committee selected 6 to interview based on the leadership profile and focus group feedback. Interviews were held the first week

of November, background checks were completed and two finalists were unanimously selected by the Superintendent Search Committee.

Site visits were conducted with the finalists at the end of November and each candidate toured all six schools with very broad community participation. The TTU School Committee met to develop interview questions and held public interviews for the two Finalists on December 1. Thorough reference and background checks were conducted, including site visits to the finalists' current districts. The TTU School Committee deliberated on December 10, and unanimously selected Mr. Scott Morrison, currently the Director of Curriculum and Instructional Technology for Manchester Essex Regional Schools, as our next Superintendent of Schools. A contract has been accepted by Mr. Morrison and he will start on July 1, 2016.

Closing Statement

The School Committee's focus is on teaching and learning measured by increased student achievement in a standards-based environment, which recognizes the value of creativity, the arts, culture and technology. The world is changing very quickly, and we seek the best way to prepare our children for a global future, while ensuring that our schools are safe and supportive environments. The best teaching and learning will happen when all children feel respected and valued.

The ongoing support we receive from the Parent Teacher Organization (PTO), the Boxford Elementary Schools Trust (B.E.S.T), and the Jonathan Tyler Barker Fund, among others, enables the School Committee to accomplish more than we could within our budget alone. We are grateful to the entire Boxford community for their support of our schools, both the curriculum and the facilities.

Respectfully submitted,

Christine Bolzan
Yu Ching Buehler
Carol Hubbard
David Rivers, Chairperson
Heather Vaz, Vice Chairperson

2014-2015 MASCONOMET REGIONAL SCHOOL DISTRICT ANNUAL REPORT

Our Fiscal Year 2015 has been unusual and important in many ways for the District. We started to look forward in ways we have not been able to in recent years.

We welcomed Dr. Kevin Lyons to the District as our new superintendent. Dr. Lyons has brought a wealth of experience from his work as superintendent in three other Massachusetts school districts, and immediately focused on learning about our district while establishing stronger relationships with the staff and many constituents including town leaders, parents and students.

One of the realities of this decade is the dramatic increase in the number of special needs recognized across the spectrum of all students. A nationwide phenomenon, Masco also has been experiencing a rapid change in the needs of our student population. This year an unforeseen number of new students with special needs joined us, adding to our commitment to provide the services necessary to meet their individual and particular requirements. The cost of this sudden change exceeded a half million dollars, and together with other difficult choices, led the District to seek an unprecedented increase in our budget.

In our effort to educate every student whatever their needs, the District embarked on a fresh strategy that recognizes the trends, and seeks to minimize the cost of meeting the needs of all our students. By rearranging resources and hiring necessary specialists, we have sought to bring programs into our schools to serve students who might otherwise require Out-of-District placement at a much higher cost to the District. In all, these necessary changes brought the Masconomet budget over $30 million for the first time. While challenging us all, we appreciate the support of all those who supported this undeniable need.

Masconomet continues to excel in many measures of quality and effectiveness. The District was named 14th in Massachusetts for "Bang for Your Buck," and new programs integrating Science, Technology, Engineering and Math (STEM) point to further improvement in future measures of excellence. The Masconomet Education Foundation led in helping us create this special program without any investment by the District, demonstrating remarkable support by many in our Tri-Town Community.

We upgraded our website to make the District's workings more transparent and to help everyone better understand what goes on at Masco, posting many documents and materials for the first time—we invite you learn more by visiting us at www.masconomet.org.

Also this year, we accepted three foreign students to the high school providing opportunities for our students to learn more about others from different backgrounds. As tuition-paying students, the cost of their participation is fully-funded without any burden on the towns. As part of our overall plan to build greater global awareness and appreciation among all students, school trips visited Quebec, France, Germany and the Galapagos Islands.

Leading school systems around the country are adopting Learning Management Systems (LMS) that provide teachers, students and parents with on-line access to class assignments, content resources and grades. Masconomet has chosen Blackboard as our LMS, which is used by many colleges as well as secondary schools; over the coming few years all of our courses will be run and managed this way.

The District continued work on a "one-to-one" computing initiative, aiming to have each student using their own computer device to access a broad variety of educational resources. Research suggested that a phased roll-out will allow everyone to adapt to what may be a significant evolution in their relationship with on-line learning, and we are currently researching options that will offer the greatest flexibility for students at the lowest cost to families in the future.

In other areas, we enjoyed another exemplary year: nine of our athletic teams were Cape Ann League Champions, a disproportionately high number of our students received recognition in the Boston Globe Scholastic Art and Writing Awards, and the Math Teams (both MS and HS) performed remarkably well over a season of competitions with other leading schools in our area. The Chinese language program became a full foreign language program with a fourth-year course available.

Finally, it's worth noting this begins the 15th year since the major rebuild, and we are beginning to recognize that with age comes increased maintenance and repair. In five more years, our debt burden on that project will be reduced by a third, and the remainder retired by 2022. The District is planning an extensive audit of the entire physical plant and all equipment, which will help us determine current conditions and to estimate the lifespan of the buildings and better anticipate expenses.

Masconomet is doing very well, remaining one of the highest performing school districts in the state while spending less per pupil than the state average for more than a dozen years. We are very proud of the quality and value Masco provides to every citizen.

John K. Spencer
Chair, Masconomet Regional School Committee

Masconomet Regional School Committee Members
Boxford
Paula Fitzsimmons
Ben Messenger
Carolyn Miller
Daniel Volchok

Middleton
Teresa Buono
Matthew Cocciardi
Kosta Prentakis
Linda Richards

Topsfield
William Hodges
Kim Sherwood
John Spencer

ESSEX NORTH SHORE
AGRICULTURAL & TECHNICAL SCHOOL DISTRICT

William H. Lupini, Ed.D.
Interim Superintendent

Annual Report

William H. Lupini, Ed.D.
Interim Superintendent

Essex Technical High School (ETHS) is Massachusetts' newest regional technical and agricultural high school, serving seventeen (17) member communities on the North Shore and over thirty-five (35) communities statewide. Our mission is to provide students with both an academic and technical education that expands their opportunities after high school.

Twenty-four (24) career technical programs are available to students from member communities; students from other communities select from among eight agricultural and natural resource programs.

Enrollment in 2016 is approximately 1200 students, with over 1000 applications for 360 openings for grade nine. Completed in 2014, the building is designed for 1400 students. ETHS is organized as four academies, each with programs that share similar career and business objectives.

Animal and Plant Sciences

Veterinary Science
Equine Science
Companion Animals
Natural Resource Management
Greenhouse Management/Floriculture

Life and Natural Sciences

Cosmetology
Environmental Technology
Biotechnology
Dental Assisting
Health Assisting

Construction Technology

Electricity
Carpentry
Plumbing
Heating, Ventilation, Air-Conditioning/Refrigeration
Masonry & Tile-Setting
Landscape & Turf Management
Aboriculutre

Technology and Services

Automotive Technology
Collision Repair and Refinishing
Culinary Arts
Design and Visual Communication
Graphic Communication
Information Technology Systems
Machine Tool Technology

All academic and career-technical courses follow the Massachusetts curriculum frameworks, and students are encouraged to take a program of study that prepares them for college and a career. All ETHS academic courses are college preparatory and include Honors and Advanced Placement options. We have an Early College Program with North Shore Community College along with articulation agreements with other colleges and universities that provide our students with opportunity to take college courses and to receive credit for career-technical courses at ETHS.

Our Cooperative Education Program places upperclassmen in businesses where they work among professionals in their career majors. Several of the career-technical programs are open to the local community – the Maple Street Bistro and Café, the Salon, Pet Grooming, Automotive and Collision Repair, and Blooming Designs offer students opportunity to serve customers. Business and industry representatives on our Program Advisory committee ensure our curricular focus is on workforce needs. The majority of ETHS graduates attend two- and four-year colleges, and we continue to place 100 percent of graduates in colleges, jobs, or the military.

Education goes beyond curriculum. ETHS provides students with extracurricular activities that include MIAA competitive sports, intramural athletics, and various clubs and service groups, including SkillsUSA and FFA, organizations that encourage students to explore and develop additional skills across their career technical disciplines. Essex Technical High School offers a unique combination of career-technical programs from current industry and agriculture, a comprehensive academic program, and broad-ranging student activities unavailable in one school, on one campus.

Department

of

Public Works

DEPARTMENT OF PUBLIC WORKS



The winter of 2015 was one of the most significant for Boxford in decades. The DPW crews worked seven weekends straight from the end of January through February. Over 100 inches fell through that period. It finally melted in early April. The harsh winter caused a two week delay to the opening of the soccer fields in the spring.

The DPW opened up its doors and hearts in May to the kindergartners, first and second graders from Cole School. The children walked through the garage area where the DPW personnel showed them the equipment that we use to take care of the roads and fields in Boxford. The children climbed into the front cabs of several pieces of equipment, and also sat on the big lawn mowers. We then walked them into the salt shed where they could see where the sand and salt for the winter is stored before it is applied to the roads. They asked many interesting questions and we are confident that they learned a few things about the DPW and how we do our job.

The DPW continued to pave roadways in accordance with the Pavement Management Plan. This year completed the nineth year of the plan. The DPW selects roads to be paved from the plan and also determines the selection based on the current condition of the asphalt. In 2015, over 6 miles of roads were paved, including, Main Street from Ipswich Road to Lawrence Road, Barehill Road, Livermore Road, Spofford Road, Chadwick Farm Road and Great Pond Road. The shoulders along these roads were reestablished with crushed gravel and brush cutting also occurred.

The Town Drainage Study identified a number of culverts which needed to be replaced this year. Engineering work began on the design and permitting for the Kelsey Road culvert, Middleton Road Culvert near Lockwood Lane, and Woodcrest Road. Construction of the Middleton Road Culvert is planned for the summer of 2016. Other drain pipes were maintained. Debris and brush was removed at their inlets in order to provide for open flow during storm events.

The DPW Parks Department continues to work to improve the 19 acres of Town recreation fields. Regular field maintenance includes fertilizing, lime application, reseeding, aerating, irrigation and mowing. We will continue to provide the best recreational fields for the many sports teams within the budget limitations. We wish to extend our appreciation to the Boxford Athletic Association for their efforts to help the DPW. We would also like to commend the Boxford Garden Club for their efforts to maintain the beautiful flowers and shrubs at many of the Town buildings and several road islands.

The DPW brush cutting tractor continues to maintain the road shoulders throughout the Town. This program helps to keep shoulder foliage in check, as well as provide the space on the shoulders for snow banks during the winter plowing season.

We welcome your comments and suggestions. You may contact the DPW at 978-352-6555 or jdold@town.boxford.ma.us.

Respectfully submitted,

John C. Dold, PE
Department of Public Works Superintendent

Health & Inspections

Board of Health Report

Animal Inspector

Building Inspector

Electrical Inspector

Plumbing & Gas Inspector

Sealer of Weights & Measures

Visiting Nurses Association

BOARD OF HEALTH

The Board of Health regulates private septic systems, food service establishments and summer camps, waste disposal issues for horse stables; provides approvals for construction of private water supplies; manages town trash collection, and hazardous waste collection day; funds elderly health care and immunization clinics; and handles issues of contagious and reportable disease. Our meeting place is the Boxford Town Hall at 7A Spofford Road at 7:30 pm. We invite you to attend and contribute to our meetings.

Kendell Longo continues to serve on the Committee for the Massachusetts Public Health Emergency Preparedness, Region 3A of the Northeast Public Health Coalition and attends meetings which support local public health authorities in the development and expansion of their existing infrastructure by providing resources to be used as determined by the coalition for public health preparedness and response needs. Activities undertaken by the regional coalitions with these funds must be in accordance with the Critical Capacities outlined in the Cooperative Agreement, and would include:

- Preparedness planning and readiness assessment
- Surveillance and epidemiology capacity
- Communications and information technology
- Risk communication
- Education and training

I am pleased to submit the annual report totals for the Health Department for the year 2015. The Health Department is staffed with Kendell Longo, Director of Public Health and Kristin Kwiatek, the Assistant to the Board of Health Department. Our office hours are Monday thru Thursday from 8am-2pm.

	Title 5 review	Soils	Install renew	Hauler renew	Food Renew	Stable renew	Rec. Camps renewals	Well permit	DSCP (new)	DSCP (repair)	Component Repair
January	$1,125.00		$1,900.00	$1,400.00	$225.00					$300.00	$100.00
February	$225.00		$100.00							$100.00	$50.00
March	$375.00	$600.00	$100.00			$10.00				$100.00	
April	$900.00	$300.00			$150.00			$100.00		$100.00	$100.00
May	$825.00	$750.00	$200.00	$100.00	$150.00		$75.00			$300.00	$50.00
June	$1,200.00	$225.00	$100.00		$250.00	$20.00	$225.00			$400.00	$50.00
July	$1,050.00	$150.00	$100.00					$100.00	$800.00	$500.00	$50.00
August *	$975.00	$450.00						$500.00	$800.00	$200.00	$250.00
September	$525.00	$200.00			$100.00	$10.00		$100.00		$200.00	$100.00
October	$1,125.00	$300.00	$200.00					$100.00	$400.00		$100.00
November	$225.00	$375.00	$100.00							$400.00	
December	$600.00		$1,600.00	$2,200.00		$20.00		$100.00		$200.00	$50.00
Totals	$9,150.00	$3,350.00	$4,400.00	$3,700.00	$875.00	$60.00	$300.00	$1,000.00	$2,000.00	$2,800.00	$900.00

	Trench Permits	Ticks	Copies	TOTALS
January		$82.50	$18.00	
February		$41.25		
March	$100.00		$13.00	
April	$200.00	$1,031.25		
May	$150.00	$1,155.00	$15.00	
June	$300.00	$371.25	$40.75	
July	$100.00			
August *	$150.00	$82.50	$15.00	
September	$150.00	$82.50	$12.25	
October	$150.00	$82.50	$17.00	
November	$150.00	$41.25		
December	$50.00			
Totals	$1,500.00	$2,970.00	$131.00	$33,136.00

ANNUAL REPORT – ANIMAL INSPECTOR – 2015

The Commonwealth of Massachusetts, Bureau of Animal Health, requires that each town appoint an Inspector who shall make regular and thorough inspection of each premise on which there are domestic animals, in accordance with M.G.L. Chapter 129 section 19. Such inspections are necessary to insure humane and proper care of all livestock, to guard against outbreaks of contagious disease, and to provide a census of animals in the state.

Summary of the 2015 inspections: Over 120 properties were visited with 112 having livestock or poultry currently in residence. The following numbers were recorded: 175 horses, 31 ponies, 13 miniature horses, 13 donkeys, 48 goats, 51 sheep, 19 head of cattle, 3 llamas, 5 pet pigs, and 58 flocks of poultry comprised of chickens, ducks, geese, turkeys, peacocks, and/or guinea fowl.

The Town of Boxford requires Barn Licenses for residents who keep livestock on their property. Regulations and applications are available at the office of the Health Agent.

Under Massachusetts state law, all bites, whether caused by wild or domestic animals must be reported to the Animal Inspector. In 2015, 16 incidents involving domestic animals biting/scratching humans or domestic animals were reported. Ten day quarantines were completed without complication in 15 cases, 1 case carries over into 2016. One additional case was transferred to the town of permanent residence of the animal involved.

Animal Inspectors are required to investigate and issue quarantines in cases concerning possible rabies exposure to domestic animals. Eleven such cases were reported involving pet contact with a confirmed rabid animal, wounds of unknown origin, or exposure by proximity. Nine quarantines were completed without incident. Two quarantines carry over into 2016. Owners please keep all pets current on rabies vaccinations – it is very important for the safety of your pet and your family. One case which ended with the surrender to the Animal Rescue League of a small flock of poultry and some rabbits required that food, water, bedding, and care be provided daily for a period of two weeks. Allison Hayes and alternate Nancy Drago provided the necessities and care.

Because barn inspections are carried out in the winter months some livestock, principally horses which winter at boarding facilities, are not included in the count. The information gathered during the annual barn inspections is important for emergency contact and planning. If you did not get a pink barn inspection form and keep horses or other livestock on your property during the summer months, please contact Animal Inspector Allison Hayes. Anyone with concerns about livestock health or welfare or questions concerning rabies and quarantine procedures, please contact Allison Hayes.

The able assistance of volunteer Alternate Animal Inspector, Nancy Drago has been greatly appreciated.

Allison Hayes, Animal Inspector

Town Of Boxford

Office of the Inspector of Buildings

Robert M. Aldenberg, C.B.O.

ANNUAL REPORT
OFFICE OF THE INSPECTOR OF BUILDINGS

During 2015 there were a total of 1,016 permits issued by the Building Department. The Building Inspector conducted 553 inspections, the Electrical Inspector conducted 328 inspections, and the Plumbing/Gas Inspector conducted 192 and 209 inspections, respectfully. The breakdown is as follows:

PERMITS	FEES COLLECTED	COST OF CONSTRUCTION
454 BUILDING PERMITS	$212,794.00	$16,974,473.00
250 ELECTRICAL PERMITS	$31,810.00	
150 PLUMBING PERMITS	$16,130.00	
162 GAS PERMITS	$15,288.00	
TOTAL FEES	$276,022.00	

I wish to thank the members of my staff.

Staff members:
Alternate Building Inspector - - - - - - David Harris
Electrical Inspector - - - - - - - - - - - - Douglas Small
Plumbing/Gas Inspector - - - - - - - - - Stephen Galinsky
Secretary - - - - - - - - - - - - - - - - - - - Robyn Holt

Respectfully Submitted,
Robert M. Aldenberg
Inspector of Buildings

SEALER OF WEIGHTS AND MEASURES

The Sealer of Weights and Measures made the following sealing in the year 2015:

1. Ingaldsby Farm, Washington St., West Boxford (checked and sealed three (3) scales)	$18.00
2. Paisley Farm, Washington Street (checked and sealed two (2) scales)	$12.00
Total turned over to the Treasurer	**$30.00**

Respectfully submitted,

Robert H. Cronin
Sealer of Weights & Measures

VNA CARE NETWORK
2015 ANNUAL REPORT TO THE
BOXFORD BOARD OF HEALTH

OVERVIEW

The VNA Care Network provided public health nursing services for the Boxford Board of Health. Service delivery provided in 2015 includes these elements:

1. Elder Health Clinics
2. Flu Immunizations (not done by VNA this year)
3. Communicable Disease Follow-up
4. Publicity
5. Fall Prevention Program – *private foundation grant funded program*

ELDER HEALTH CLINICS

These clinics are free and open to residents age 60 and over. Run by VNA Care Network community health nurses, clinic services include health assessments; blood pressure screening; blood glucose testing; weight, pulse, heart and lung monitoring; medication, diet, preventive health and disease management teaching; vitamin B-12 injections; and referrals to providers and community resources. Appointments may be made by calling the VNA Care Network at **1-888-663-3688 ext. 1326.** The clinics are funded in part by the **Boxford Board of Health**, client donations, VNA Care Network funds and in-kind donations. Clinics are held three times monthly as follows:

Four Mile Village	1st Wednesday	9:00 a.m. - 11:00 a.m.
Four Mile Village	3rd Wednesday	9:00 a.m. - 11:00 a.m.
Boxford Senior Center	4th Wednesday	11:00 a.m. - 1:00 p.m.

2015 BOXFORD ELDER HEALTH CLINIC ATTENDANCE

# Clinic Visits	# Participants
4-Mile Village	150
Senior Center	38
TOTAL CLINIC ATTENDANCE	**189**

2014 INFLUENZA VACCINE ADMINISTRATION

Flu Vaccines
No flu clinics were held by VNA this year. VNA Care Network community nurses held a separate clinic at the Boxford Fire Department for fire fighters and their families on November 3, 2014; there were 24 additional participants.

The Massachusetts Department of Public Health (MDPH) has continued to decrease state-supplied flu vaccine allocations for all local boards of health (LBOH) again this flu season. MDPH has continued to encourage LBOH to privately purchase seasonal influenza vaccine. This trend is expected to continue next year.

2015 BOXFORD COMMUNICABLE DISEASE FOLLOW-UP

Boxford Board of Health staff and VNA Care Network nurses use MDPH's MAVEN (Massachusetts Virtual Epidemiological Network) a secure web-based surveillance system for infectious disease investigation, case management and follow-up.

Overall, the number of communicable disease infections requiring LBOH follow-up was 20 confirmed or probable/suspect. This represented two more cases than in 2014. All the cases listed below were monitored by the VNA until follow up complete or revoked by DPH. Case investigations and relevant follow-up are conducted per MDPH protocol. As in previous years, physicians are responsible for follow-up for Chronic Hepatitis B, Chronic Hepatitis C, Influenza and Lyme. This was previously done by the LBOH, and these cases are acknowledged through the MAVEN system..

Infections	**Number**
Ehrlichiosis & Anaplasmosis	6 (all revoked)
Babesiosis	3 (1 confirmed, 2 revoked)
Campylobacter	4 (all confirmed)
Salmonella	5 (all confirmed)
Cryptosporidiosis	0
Pertussis	1 (confirmed)
Legionellosis	0
Viral Meningitis	0
Varicella	2(1 probable, 1 suspect)
Ehrlichiosis	6 (all revoked)
Gardiasis	1 (confirmed)
Group B Streptococcus	1 (confirmed)
Hepatits B	2 (MD follow up)
Hepatitis C	5 (MD Follow up)
Human Granulocytic Anaplasmosis	9 (2 confirmed, 7 revoked)
Influenza	12 (MD follow up)
Listeriosis	1 (confirmed)
Lyme Disease	45 (MD follow up)
Measles	1 (contact)
Pertussis	1 (confirmed)
Shigellosis	1(confirmed)

COMMUNICABLE DISEASE FOLLOW-UP YEAR END TOTAL 20

- **Tick-borne infections (Anaplasmosis, Babesiosis, and Ehrlichiosis)** totaled six which was two fewer cases than 2014.All six were revoked because they did not meet the clinical definition for the infection.
- **Enteric infections** included Campylobacter, Salmonella and Cryptosporidiosis. There were nine cases in 2015. These cases were part of a possible clustering of infectious disease nationwide. DPH is still trying to identify if there was a common source of infection in these individuals. They requested we (along with several other health departments) conduct additional investigation beyond the case report form. As requested, we completed extended multi-state cluster questionnaires that looked at multiple factors including food shopping habits, eating habits, attendance at events food was served and more.
- **Lyme** – follow-up is conducted by the providers. There were 45 total cases. Of these, six were confirmed, 4 were probable, 1 was revoked and 34 were suspect. This number is HIGHER than 2014 and bears watching.
- **Influenza** – As of this report, there are twelve confirmed cases of influenza from October 2015 through December 31, 2015. Compared with last year the number remains the same.
- **Pertussis – One case reported.**. Post-exposure prophylaxis was recommended for household contacts. .
- **Chronic Hepatitis** C (five cases) and **Chronic Hepatitis B 2**o cases). Cases received follow-up by physicians. There were no acute cases of Hepatitis B or Hepatitis C this year.

FALL PREVENTION

The VNA Care Network secured private foundation funding and implemented a seven week fall prevention program at Four Mile Village for elders in 2015 ***There was no cost to the Town for program implementation.*** The program included talks, screenings and exercise to help keep seniors healthy and prevent falls from occurring. Feedback was highly positive. Individual session would be happy to provide this program in 2016, at the Boxford COA and/or the fire department as previous..

PUBLICITY

The clinics are advertised on an on-going basis in the *Salem Evening News*, *Tri-town Transcript*, *Lawrence Eagle Tribune, Boston Globe* North Weekly Section, and Boxford Council on Aging Newsletter. Information is also dispersed at Health Fairs and in internal publications such as patient admission folders, which allows for additional referral sources. Flyers are also posted at individual clinic sites. Clinic schedules are listed on our agency web site ***www.vnacarenetwork.org***.

Submitted by:
Beverly Salate RN, BSN
VNA Care Network
Manager, Preventative Health
199 Rosewood Drive
Danvers, MA 01923
1-888-663-3688 ext. 5603

Planning & Environmental Protection

Agricultural Commission

Community Preservation Committee

Conservation Commission

Haynes Land Advisory Committee

Lakes, Ponds & Streams Committee

Land Committee

Open Space and Recreational Planning Committee

Permanent Building Committee

Planning Board

Sustainability Committee

Tree Warden

Zoning Board of Appeals

BOXFORD AGRICULTURAL COMMISSION

The Boxford Agricultural Commission is composed of five members. These members are recommended by the Commission for appointment by the Board of Selectmen. Membership consists of two commercial agricultural enterprise operators (landowner or lessee) or individuals from related professions and industries, with the primary goal of promoting commercial agriculture. One of the remaining positions must be representative of Boxford's recreational farming community and the two remaining positions are appointed at-large. The Commission must represent diversity of farming within the Town of Boxford. The terms are staggered three year appointments. The right to recommend further members of the Agricultural Commission is reserved by the Commission with the intent to be representative of the diversity and scale of agriculture within the Town of Boxford. In addition, up to five nonvoting associate members shall be selected by the Commission for a term of one year to represent Town boards and farming interests.

The Commission holds monthly recorded meetings, generally on the first Tuesday of the month at 7:30 PM. The public is welcome to attend.

The Boxford Agricultural Commission, this year, continued its focus to promote agriculture by maintaining educational topics in its meetings and special program presentations. Such topics included: invasive plant and animal species and how we can deal (or not) with them; pesticides: appropriate use and misuse; protecting our pollinators; management of the land we have acquired and The Farm Legacy Project. Also, the Commission is pursuing a new State initiative called The Forest Stewardship Program. This is a cost-sharing program to manage woodlands for timber and wildlife.

The Commission continues to be a statewide leader within the Massachusetts Association of Agricultural Commissions of which several members hold key executive positions and are a principal participant for Ag Day at the State House. Several members also were major contributors to the March Annual Meeting of the Massachusetts Association of Agricultural Commissions and also travelled statewide educating other commissions on municipal agricultural issues. A commissioner was also appointed by the Governor to the Massachusetts Board of Food and Agriculture.

The Boxford Agricultural Commissions antique tractor display continues to grow in the Fourth of July parade. This year, the Commission in conjunction with Boxford Fire Department, sponsored a cookout behind the East Parish Fire Station with proceeds going to the Fireman's Relief Fund. Also, the remaining unused food and beverages were donated to the Council on Aging (COA) for a party later in the week.

Respectfully Submitted
Randolph Johnson, Chair
Laura Sapienza-Grabski, Vice- Chair
Louis Athanas
Charles Kornely

Dr. Changnong Liu
Associate members
Frank Di Luna, Esq
Carol Johnson
Michael Smolak
Todd Hirshon

Annual Report 2015

THE COMMUNITY PRESERVATION ACT COMMITTEE

The Community Preservation Act (CPA) allows communities in Massachusetts to establish a fund that may be spent for certain open space, recreational, historic resource and affordable housing purposes. CPA funds are raised through a local property tax surcharge coupled with matching funds from the state. In May 2001, the voters of Boxford adopted the CPA, approving a 3% surcharge on most property taxes paid by town residents. Moderate income Senior Citizens and low-income households in Boxford may be eligible for an exemption from their Community Preservation Act tax surcharge, if they meet certain criteria. Persons interested in finding out if they are eligible for this exemption should contact the Boxford Assessors' office at 978-887-6000 ext. 141.

In 2015, Boxford received another round of matching funds from the state. Our grant of $236,522 was equal to 38.7% of the $619,448 we collected locally in Fiscal Year 2014 through the 3% CPA surcharge.

At the Annual Town Meeting held May 12, 2015 the town appropriated $314,724 for the historic preservation of the Aaron Woods School building. This appropriation included $130,938 from the CPC Historic Fund and $125,000 in bonded debt supported by future CPC surcharge revenue. Also approved at the meeting were separate appropriations of $6,588 and $350 from the CPC Historic Fund for the installation of signs marking the borders of Boxford's Historic Districts and entrance signs for Round Top Park, respectively. An appropriation of $909 was also approved from the CPC Undesignated Fund for a sign for Colby Park.

At a Special Town meeting held on October 27, 2015 the town appropriated $4,557,904 in construction funds for the Boxford Common project. This funding included $2,471,853 from the CPC Undesignated Fund, $306,397 from the CPC Budgeted Reserve, and $1,250,000 in bonded debt supported by future CPC surcharge revenues. A $3000 appropriation was also approved from the CPC Undesignated Fund for the construction and installation of informational kiosks related to the Border-to-Boston Trail. In addition, a sign for the historic Davis Hayfield was funded from the CPC Historic Fund in the amount of $375.

Throughout 2015 numerous trail signs were installed using CPC funds previously allocated to the Conservation Commission for such projects.

The CPC continued to monitor and approve payment on invoices for various ongoing projects during 2015.

The Committee: All CPC members serve for terms of one year, expiring in June. At Large members are appointed by the Board of Selectmen. Representative members are appointed by their respective Boards:
Peter Delaney, Chair, Boxford Housing Partnership Committee representative
Barbara Jessel, At Large member
Vacant, At Large member

F. Richard Shaw, At Large member
Natasha Grigg, Conservation Commission representative
Virginia Havey, Historic Districts Commission representative
Steve Merriam, Planning Board representative
Gerry Papin, At Large member
Jim Gikas, Recreation Committee representative
Staff: Ross Povenmire, CPC Administrator
Phaedra Doucette, Minutes Secretary

CONSERVATION COMMISSION

The Boxford Conservation Commission is composed of seven volunteer members appointed by the Board of Selectmen for renewable three-year terms, and is supported by a full-time Director and a Minutes Secretary.

The Commission holds public meetings on the first and third Thursdays of each month, or as otherwise announced. Meetings normally begin at 7:30 p.m. The Commission's office is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 181.

The Conservation Commission administers several types of permit review processes under the Massachusetts Wetlands Protection Act and the Town of Boxford Wetlands Protection Bylaw.

Activities in 2015

2015 saw work begin on the Boxford Common community recreational project located off Middleton Road in the East Village. The Commission is very much involved in the monitoring of this complex project. The Commission is assisted in this task by a professional Environmental Monitor, who monitors general construction performance, and a Wildlife Specialist who oversaw the creation of turtle nesting habitat and who will monitor the habitat area in accordance with permit requirements.

The Town of Boxford acquired a 46 acre parcel of Conservation Land called the Nason Conservation Land in 2014. In 2015 the Commission discussed options for improving access to the Nason Conservation Land via Lake Shore Road. Based in part on these discussions, BTA/BOLT, Inc. explored grant opportunities to fund a proposed boardwalk leading from the Lake Shore Road entrance to interior portions of the Nason Conservation Land.

The Conservation Commission is directly responsible for the management of 852 acres of Town-owned conservation land in Boxford, as well as an additional 70 acres of privately owned land upon which the Town holds conservation restrictions. The Commission manages these open spaces and conservation properties with significant volunteer assistance from BTA/BOLT, Inc., for which the Conservation Commission is tremendously grateful. In 2015 volunteers working with BTA/BOLT, Inc. placed numerous trial signs at trailheads around town, as part of a project funded by the Community Preservation Commission. The Commission also reviews proposed Conservation Restrictions in Boxford held by other 501(c) 3 entities such as the Boxford Trails Association/Boxford Open Land Trust (BTA/BOLT, Inc.), Essex County Greenbelt Association (ECGA) and the Farm Bureau Land Preservation Foundation, Inc.

The management of selected conservation areas as agricultural land continued on parcels known as Haynes Field, Peabody Field, Mill Brook Farm Field, Hovey's Pond Meadow, Cargill Fields and Witch Hollow Farm Field. Licenses were issued in 2009 to selected individuals for agricultural use of these fields. All the licenses expired on December 31, 2015 and will be considered for renewal in 2016.

The Conservation Commission continued to provide staff support to the Lakes, Ponds and Streams Committee (see separate report from this committee elsewhere in this Annual Report). In 2015 the Commission worked closely with the Lakes Ponds and Streams Committee in reaching an interim agreement with stakeholders for the management of the Four Mile Pond Dam.

The Commission approved Determinations of Negligible Impact allowing four separate Boy Scout projects to proceed within Wetland Resource Buffer area. These consisted of a new trail at the Cargill Field Conservation Land, an edible garden adjacent to Town Hall, improvements to Stiles Pond Beach recreational area, and an improved wetland crossing at the Shaven Crown trail on property owned by BTA/BOLT, Inc.

In addition, the Conservation Commission worked with and provided assistance to other Town Boards and Committees, including the Planning Board, the Land Committee, and the Stormwater Advisory Committee.

Conservation Commissioners and Staff

Peter Delaney was re-elected Chair of the Commission and Lana Spillman was re-elected Vice-Chair.

Commission members devote numerous volunteer hours in the review of proposed projects, site visits, meetings, training, and attendance at conferences, including the fall and spring MACC Conferences. Several Commission members also have joint appointments on other Town boards. Joint appointments include Natasha Grigg on the Community Preservation Committee and Land Advisory Committee, and Mark Mitsch as a liaison to the Lakes Ponds and Streams Committee.

The Conservation Commission staff consists of Ross Povenmire as Director of Conservation, and Judi Stickney as the Commission's Minutes Secretary. Chuck Tirone resigned his position as Assistant Conservation Administrator in May 2015 and is currently the Conservation Agent in the town of Reading, Massachusetts.

Conservation Commission members (term ends): Peter Delaney, Chair (6-30-17); Lana Spillman, Vice-Chair (6-30-18); Frank DiLuna (6-30-17), Natasha Grigg (6-30-16), Alan Fowler (6-30-16), Mark Mitsch (6-30-16), Paris Beckett (6-30-18).

HAYNES LAND ADVISORY COMMITTEE

The Haynes Land Advisory Committee continued to finalize plans for *Boxford Common*, the recreation and conservation project which includes trails, athletic fields, play structures and a paved walking path for the designated areas of the 75 acre parcel acquired by the Town in 2007 with Community Preservation Funds. In 2015, the Committee finalized construction documents and issued an RFP for cost and scope associated with developing the recreation parcel. In addition, a private funding campaign raised over $500,000 to assist with the overall funding. At Special Town Meeting, October 27, 2015, Town Meeting approved funding of $4,057,904 through Community Preservation Funds. In November 2015, the construction contract was awarded to RAD Sports of Rockland MA and construction commenced shortly thereafter. Construction is supervised by the design firm, Huntress Associates of Andover MA.

The Committee has now turned the project over to the Permanent Building Committee where two members of the Haynes Land Advisory Committee participate.
The Committee wishes to thank the numerous community supporters, town officials, boards and committees for their support, cooperation and vision of the project.

Respectfully submitted,

William Brown, Chairman

LAKES, PONDS, AND STREAMS COMMITTEE
2015 ANNUAL REPORT

The Lakes Ponds and Streams Committee is an ad-hoc committee whose seven volunteer members are appointed by the Board of Selectmen to staggered two-year terms. The Lakes Ponds and Streams Committee has no independent regulatory or spending authority; its main purpose is to assist the Conservation Commission and the Selectmen in the management of Boxford's lakes, ponds and streams. The Committee is charged with identifying lake, pond and stream management issues for public discussion and study, such as: lake and pond drawdown, minimum discharge stream flow, management of invasive species, nutrient inputs, regulations relating to the use of lakes ponds and/or streams, beaver control, beach management, and public access. Other committee objectives include: the coordination of public outreach and education regarding lake, pond and stream issues, and to report to the Conservation Commission and Board of Selectmen with its findings and recommendations regarding such issues.

The Committee holds public meetings on the second Tuesday of each month or otherwise announced. Meetings normally begin at 7:30 p.m. The Committee works out of the Conservation Commission office, which is located at Town Hall, 7A Spofford Road, Boxford, MA 01921, and the telephone number is (978) 887-6000, extension 182.

COMMITTEE ACTIVITIES IN 2015

Several continuing matters were addressed by the Committee during 2015 as well as new matters that touched various aspects of the Committee's charge. On a topical basis, these matters and associated actions included the following:

Middleton Road Culvert Replacement – Committee members continued to work throughout the year assisting and coordinating activities in support of the replacement of the Middleton Road Culvert with a three or four-sided, embedded concrete culvert. The objective of this exercise is to improve wildlife passage while addressing a severe erosion problem caused by the repeated failure of this culvert during significant rain events. Specific activities and accomplishments during 2015 included the following:

- Completion of Preliminary Plan Design by the Project Engineer working on behalf of Trout Unlimited Nor'East
- Completion of wetlands assessment and renewed flagging by Wetlands Consulting Services
- Preparation and submission on November 23, 2015 of a FEMA/MEMA grant application for this Project
- Submission of Project NOI on December 2, 2015 by Boxford DPW

- Attendance at Project NOI hearings before the Conservation Commission

- Review and preparation of a response to DEP's comments, addressing ten topics relative to this Project.

Crooked Pond Brook Culvert – As a consequence of a major rain event in December 2014, materials inside of this culvert were washed downstream. A labor team including members of TU Nor'East were mobilized in January 2015 to shore up the streambed by adding larger boulders at the invert and restoring streambed materials inside of the culvert.

Four Mile Pond – At the request of the Cons Com, our Committee met with abutters of Four Mile Pond on October 20, 2015 to review a Pond and Dam Management Program which our Committee had prepared. The Program addressed issues raised by abutters concerning the removal of boards at the Pond dam and lowering of water levels without the consent of abutters. In addition, the Program provides a foundation for managing other issues at the Pond including water quality, water monitoring, and invasive species. We attended a meeting of the Cons Com to explain the Program and our Committee's recommendations. We continue to monitor the situation.

Holmes Pond – On November 17, 2015, our Committee met with abutters and other interested parties concerning Holmes Pond. Specific issues included basement, lawn and street flooding during major storm events, deterioration of general Pond conditions and invasive species. With input from the DPW, we prepared specifications for a Pond Study and have submitted the proposed Study to an engineering firm for a quote. We also attended a meeting of the CPC to discuss the prospects of using CPC funding for pay for the Study.

Larkin Dam Removal –Greg Murrer, through TU Nor'East, together with the DER, IRWA, Parker River Clean Water Association and MA Marine Fisheries met with the Town of Newbury in September to discuss actions to remove the Larkin Dam on the Parker River. The funding and permitting process for this project is underway. Because the Parker River finds its headwater at Sperry Pond in Boxford, there is a waterways/watershed connection to this project between the two towns.

Earth Day – The Committee again decided to place more of an emphasis on fieldwork for Earth Day 2015. Committee members engaged in cleanup activities at Baldpate Pond, Four Mile Pond, Stevens Pond, Spofford Pond and Stiles Pond. At the same time, Karen Melanson manned the LP&SC booth in the Town Hall so that the public education aspect of our efforts could continue.

Connecting to Other Agencies and Associations – The Committee continued to work with individuals and organizations that assist and complement the Committee in realizing its charge. These individuals and organizations include the Town's DPW and Cons Com; MA DER (Beth Lambert), MA Marine Fisheries (Ben Gahagan) TU Nor'East (Fred Jenkins, Chett Walsh, Jim MacDougall), TU National (Katy Dunlop), MA Mosquito Control (Emily Sullivan), the Ipswich River Watershed Association (Ryan O'Donnell, Brian Kelder), NOAA (Eric Hutchins), and MEMA. Committee members have participated in events and projects outside of Boxford in

support of these organizations as well, including: Culvert assessments at Gravelly Brook (Willowdale Forest); Larkin Dam Removal, Willowdale/Ipswich River Fish Ladder Improvement Project; Middelton Dam Removal; EBSCO Dam Removal; TU Nor'East Conservation Committee meetings; and IRWA Board Meetings.

COMMITTEE ACTIVITIES FOR 2016

The Committee anticipates its engagement in the following matters during 2016, always subject to new matters or needs that may be brought to our attention:

Middleton Road Culvert Replacement – We will continue our support of applications, permitting and advocacy for this project. We will participate in completing a response to the DEP concerning questions raised about this Project and assist the DPW in its preparation of bid documents and a project management plan, Town warrant and Town Meeting in support of the approval of this Project. In addition we will address questions, if any, raised by FEMA or MEMA on the grant application, as the success and completion of this Project is largely dependent upon approval of grant funding.

Four Mile Pond – To the extent requested by the abutters, we will continue to support their effort to adopt a formal Pond Management Plan and to pursue grant application information for enhancement of the Pond.

Holmes Pond – We will study the engineers quote for completion of the Pond Study and consider whether to approach the CPC for funding. We will also be exploring grants and other forms of assistance to deal with invasive species at Holmes Pond.

Ponds of Boxford – With the completion of historical and public information research, written descriptions and photographs of the 15 major ponds in Boxford, we will proceed on to consolidating this information into a bound booklet. It is intended that the booklet be available for public use (and perhaps purchase) with a copies placed in the Town's historical records.

LP&SC Website – We will continue to expand our use of the website, providing updates and details of pending projects and public education information.

LAND COMMITTEE

2015 Annual Report

The Land Committee consists of five members: one from the Conservation Commission, one from the Planning Board, one from the Finance Committee, and two Members at Large. Our charge is to categorize and prioritize parcels of land for open space, conservation, active recreation, and municipal needs, and to assist the Selectmen in matters involving acquisition of land, easements and other real property interests.

During 2015, much of the Land Committee efforts were focused on the Haynes Land Advisory Committee and its efforts to receive funding at the October Town Meeting and to get started with construction of the "Boxford Commons" athletic facility on Middleton Road, adjacent to Samuel Bixby Way. The Town Meeting vote passed by the necessary 2/3 margin, and construction began in late 2015. During this time leading to town meeting much discussion occurred regarding possible acquisition of property on Willow Road as an alternative to the Haynes parcel. The Land Committee spent some time providing assistance and answering questions pertaining to the Willow Road parcel, but no action was taken at Town Meeting.

During late summer 2015, we met with Vanessa Johnson of Essex County Greenbelt to discuss possible acquisition of a Conservation Restriction on the Leonhard property on the North Andover/Boxford town line on Ipswich Road. Discussion on this project will probably carry through to 2016.

The Land Committee encourages landowners contemplating the sale of their property, a donation of their property, or the placing of a Conservation Restriction on their property, to contact our committee so we can evaluate how your parcel affects our open space, recreational, and municipal needs. The Land Committee will, wherever possible, incorporate the Open Space and Master Plan when prioritizing parcels for protection.

For 2016 the Committee will meet on the second Wednesday of each month at the Town Hall. This upcoming year the Committee hopes to focus on community needs and work with other town committees to determine how best to meet the long and short term goals of the town. We thank the citizens of Boxford for their continued support.

Current members;
Peter Delaney Chairman (Cons Com)
Bob Gore (Planning Bd.)
Peter Bernardin (Fin Com)
Natasha Grigg (Member at Large)
Stuart Saginor (Member at Large)

OPEN SPACE AND RECREATION PLANNING COMMITTEE

The Open Space and Recreation Plan Committee (OSRPC) is convened every 5 years to address and report on the status of Boxford's open space and recreation areas and to take the "pulse" of our community regarding needs, opinions, and suggestions. The OSRPC is comprised of residents Natasha Grigg, Dennis Pyburn Jr. and Jon Schwartz, who were appointed by the Board of Selectmen in January 2014. This report is updated for the Town of Boxford to be available for immediate consideration of the Commonwealth's allocation of Land Acquisition for Natural Diversity (LAND), Parkland Acquisitions and Renovations for Communities (PARC) and other state administered grants and for on-going consideration of local planning support.

The OSRPC has developed a seven-year action plan based on the results of the survey and input from many residents, town committees and interested parties. The OSRP has submitted the plan to the state and is currently awaiting final approval.

PERMANENT BUILDING COMMITTEE
ANNUAL REPORT FOR 2015

The Boxford Permanent Building Committee ("PBC") is responsible for the management of all Boxford municipal buildings, including school buildings. This responsibility includes the oversight and supervision of the planning, design, construction, reconstruction, major alteration, renovation, enlargement, major maintenance, demotion, and removal of all Town buildings and recreation structures and playing fields and courts, including any significant renovation or upgrade of service equipment and major systems. The Permanent Building Committee is comprised of five regular voting members. Two temporary members are added to the Committee for any municipal project involving construction or major maintenance. The two temporary members are the representatives of the town board or committee sponsoring or requesting the municipal project.

During 2015, the Permanent Building Committee spent significant time and effort on several major projects that included the development of the town owned land off Spofford Road in the center of town, Aaron Wood project, water leak in Town Hall, and the Haynes Fields/recreational fields project.

The PBC worked closely with its consultant, Weston & Sampson, to complete Phase 2 of the feasibility study of the town owned site off Spofford Road. Phase 2 consisted of plans for the drilling of a test well for the water that would supply the new facilities to be developed on the site as well as the other town owned facilities in the center of town if the yield of the well was sufficient. The PBC had got preliminary sign-off from the Conservation Commission to traverse the wetlands to access the drill site and from the MA Department of Environment Protection to drill the test well for water from the site. The PBC had also worked closely with the Spofford Pond School Administration, Boxford School Committee, Police Department, Planning Board, Board of Health and Board of Selectmen on the location and design of the access road to the central site. The access road designed also provided a solution to improve the traffic flow when buses and parents arrive and depart to drop off and pick up students from the Spofford Pond School. The PBC sponsored a warrant article in May 2015 for funding to proceed with the drilling of the test well. The town voted to pass over on voting that article.

The Committee also worked closely with the Tri-Town School Administration and the architect, Gienappe Design on the interior and exterior improvements to the Aaron Wood Building which houses the Tri-Town School Administration offices. The PBC met every other week for 5 months to provide the appropriate oversight of the $942,000 project that Northern Contracting substantially completed in the Fall, 2016.

The PBC also focused on addressing the water leaks identified at Town Hall. Working with the DPW Superintendent and Gienappe Designs which the town hired to perform a preliminary assessment of the problem, the PBC learned that there were many causes for the water infiltration leading to leaks. The areas in the building where the water is infiltrating are primarily at the four gable ends at the East and West wings of the building (two on front and two on the rear) and at specific areas at the ground floor. As an initial measure, the PBC authorized the

replacement of the louvers and their waterproofing assembly to the associated ductwork at the gables which has stopped the water infiltration at these locations. A more comprehensive assessment will be required to determine the full scope of the water infiltration problem and the associated costs. In the meantime, other corrective measures are being explored.

The Permanent Building Committee was also very involved in the development of the budget for the Haynes Recreational Fields project. Bids for developing the athletic/recreational fields had been received by the town. The PBC worked with the Haynes Land Committee to develop the project budget for the 3 possible options (build 2 multi-use fields: one synthetic and one turf; or build 2 multi-use fields: one synthetic and one turf, and one baseball field; or build 2 multi-use grass fields). The final project included cost estimates for construction costs, 5.5% contingency, debt acquisition costs, designer construction oversight, outside environmental monitor, site testing, and independent engineering oversight).

This year, the Permanent Building Committee welcomed one new member, Scott Novack, a principal of Dwyer and Novack Construction.

The Permanent Building Committee meets at least once a month on the 3rd Thursday of each month starting at 7:30 pm at the Police Station. We encourage and welcome our town residents and guests to attend and share their thoughts and views about our municipal buildings.

Respectfully submitted
Margaret Chow-Menzer, Chair
Miika Ebbrell, Vice Chair
Robert Hazelwood, Clerk
Garth Tolman, Member
Scott Novack, Member
Charlene Filippo, Minutes Secretary

PLANNING BOARD
ANNUAL REPORT FOR 2015

Approvals Not Required
The ANR process allows for all lots with sufficient frontage on existing roads and which meet other conditions under the Zoning Bylaws to be approved without having to go through the subdivision approval process.

The Board reviewed three applications under the process of "Approval Not Required" (ANR). One of these was withdrawn by the applicant after an inconsistency with the Zoning Bylaw was identified. The other applications were approved.

Subdivision Activity
Construction work continued on the Weathered Walls Subdivision (Sagamore Lane) and Pineridge Subdivision (Deer Run Road) throughout 2015. There were no new subdivision applications received in 2015.

The Board voted to return the remaining funds held as surety for the construction of the Meadowood subdivision to the developer.

Zoning Board of Appeals
The Town's Zoning Bylaw requires that the Planning Board make a recommendation to the Zoning Board of Appeals (ZBA) for each appeal, application, or petition that comes before them. The Planning Board appointed Pat Canonica to act as a liaison between the Planning Board and the ZBA. In this capacity, Mr. Canonica attends ZBA hearings and facilitates communication between the ZBA and the Planning Board.

The Planning Board reviewed a total of eighteen ZBA cases in 2015. A favorable recommendation was issued in all but one case. A recommendation of denial was issued in the case of a proposed cell tower on Mortimer Road due to a failure of the applicant to present adequate evidence of hardship.

A ZBA Special Permit application for garage space in excess of three vehicles was withdrawn from further Planning Board review by the applicant. The ZBA subsequently approved this application notwithstanding the absence of a Planning Board recommendation.

The remaining ZBA cases included a Variance for a ground mounted solar array, a Special Permit for a ground mounted solar array, six separate special permit requests for garage space in excess of three vehicles, five separate special permit requests for accessory apartments, two common driveway special permit requests, and one special permit request for the construction of an ATM bank machine.

Official/Open Space Recommendations to the Board of Selectmen
The Town's Zoning Bylaw requires that any project requiring a Building Permit within an Official or Open Space District obtain a recommendation from the Planning Board directed to the Board of Selectmen.

The Planning Board reviewed one project requiring an "O" District recommendation, namely the proposed solar array on the town landfill. A favorable recommendation was issued.

Driveway Permits
In 2008 a new Bylaw was adopted to regulate the installation, construction and relocation of driveways. Normal maintenance, repair and repaving are exempt from the Bylaw.

In 2015 five driveway applications were reviewed by the Planning Board. A favorable recommendation was issued in all cases.

Other Activities
The Board held one Scenic Road Act hearing for the removal numerous trees on Rowley Road, Ipswich Road and Mill Road. Approval was eventually granted for the removal of trees on Ipswich Road and Mill Road, but denied for the removal of trees on Rowley Road.

Beginning in April the Board began meeting twice a month to respond to the Board of Selectmen's request for recommendations on a Municipal Facilities Master Plan. The Board eventually hired The Cecil Group as consultants to assist in preparing the plan. This effort is ongoing into 2016.

Board Membership
The members of the Planning Board are elected to five year overlapping terms of office as follows (term expires as indicated):

Bob Gore	Chair, Land Committee Representative (May 2020)
Chris Wise	Clerk (May 2020)
Steve Merriam	Community Preservation Committee Rep. (May 2016)
Angela Steadman	(May 2016)
Holly Langer	(May 2017)
Pat Canonica	ZBA liaison (May 2017)
Jeff Kruck	(May 2019)

Respectfully submitted,
Robert C. Gore, Chairman

SUSTAINABILITY COMMITTEE

The Sustainability Committee was formed in Feb 2013 with a charter to help the town to reduce its energy costs and usage. We have undertaken a number of initiatives with the main focus being on the development of a 1 MW Solar Array on the town's closed landfill. In May of 2104 at town meeting the project was approved by a unanimous vote and we had our mandate to move forward. During March of 2015, we got the signed PPA and Lease agreement done with Borrego Solar, and PILOT agreed. We also received our interconnection agreement from National Grid. In May we received approval from DEP to move forward with an official closure permit and post closure usage permit for the landfill. We also received our special permit from the ZBA to move forward. Our project was in the queue and ready to go when the State reached it's Cap on Net Metering credits effectively stopping the project until the House and Senate can agree on a bill to raise the cap on NMC's. We have no timetable on when that may happen and are in a holding pattern until it does. Committee members include: Gregory Netland (Chair), Marc Aronson, Lauren Laplant, and Keith Sampson.

BOXFORD TREE WARDEN



The winter of 2015 was brutal, but the trees were beautiful when they were covered with snow. This year marks the ninth year that Boxford has received the Tree City USA award.

The annual Arbor Day celebration was held on June 12, 2015 outdoors at Spofford Pond School on an unusually hot day. The special guest speakers were Selectman Bill Cargill, Dr. Katherine Castonguay, Principal of Spofford, Stuart Saginor, Vanessa Boyle, Teacher at Spofford and Dan Mayer, owner of Mayer Tree Service. The Spofford Pond School Band, led by Andrea Monty, played an Entrance March and the Star Spangled Banner to start the ceremony; a song called Liberty March in the middle and finished by playing The Sounds of Sousa at the end of the ceremony. Mr. Mayer explained many tree facts to the children. Mr. Cargill talked about the history of Arbor Day and read the Proclamation for Arbor Day. At the end of the ceremony, White Pine Seedlings for planting were handed to each of the children and teachers.

The DPW budget continues to fund the removal of hazardous, dead or diseased trees along the town roadways. The Tree Warden, John C. Dold, PE, determines this work by preparing a removal list. Work on this list is determined on a priority basis. Once a tree is removed, and if the stump is close to the edge of the road, it is disposed of via a grinding process. There were over 100 tree removals in 2015 at various locations throughout the Town.

National Grid continued its maintenance practice of trimming trees within the regulated limits of overhead electric wires. National Grid also worked with Town crews during any emergency work which involved the removal of trees leaning into National Grid's overhead wires.

Respectfully submitted,
John C. Dold, PE
Tree Warden

ZONING BOARD OF APPEALS

In 2015 the Zoning Board of Appeals saw a sixty-four percent (64%) increase in case filings over 2014. Eighteen new cases were filed in 2015, sixteen (16) special permits and two (2) variances.

Of the 16 special permit applications, seven were for additional garage space. Boxford Zoning By-law requires a property owner who wishes to have garage space for more than three vehicles to apply for and be granted a special permit.

The Zoning Board also heard and granted 4 special permits for accessory in-law apartments. Subject to the grant of a special permit, the Zoning By-law allows for attached accessory in-law apartments, not to exceed 1000 square feet in size or 25% of the gross square footage of the home in size, whichever is less, in single family residence districts.

The Board received the resignation of long-time ZBA member Kathleen O'Sullivan-Fortin as she and her family relocated to another town. Kathleen served the ZBA as a full-time member and alternate member for almost years. Her intelligence, quick wit and willingness to dig into decision will be missed.

With Kathleen's departure, Barbara Jessel was elected to serve as vice-chair and David Peterson, who was the Board's alternate, was appointed by the Board of Selectman to serve as a full-time member. David served as clerk in 2015.

There are three (3) unfilled alternate vacancies

Under the Zoning By-law the Planning Board provides a recommendation on each appeal, application or petition before the Zoning Board. The Board is pleased that Pat Canonica continues to serve as the Planning Board liaison to the Zoning Board. Robyn Holt continues as the Board's secretary.

The Board meets at 7:30 p.m. on the fourth Thursday of each month. In addition to regular meetings, site walks were conducted this year at 72 Porter Road and 38 Pinehurst Road. In addition, the Board conducted a site walk and balloon test viewing for the application of Varsity Wireless, LLC to site a cell tower at 12 Moritmer Road.

The Board had one case disposed of this year and one new case filed in U. S. District Court, Massachusetts District.

Nissenbaum v. Town of Boxford (II)
Essex Superior Court, C.A. No. 08-541-B

This action involves a complaint which was filed in March of 2008 pursuant to G.L. c.40A, §17, appealing the Zoning Board of Appeals' February 21, 2008 Remand Decision, which upheld the decision of the Building Inspector that the Ingaldsby Farm Stand, located at 14 Washington

Street, is in compliance with the Town's Zoning Bylaw and the agricultural use exemption under G.L. c.40A, §3. A trial was scheduled to commence on January 31, 2011, but on the morning of the trial, the Town's co-defendants, the landowners and operators of Ingaldsby Farm Stand, informed Town Counsel that they would not proceed with the trial and would concede that they did not have records to demonstrate compliance with G.L. c.40A, §3. The Court entered an order finding that the Town's co-defendants had conceded the issue and that they would have to demonstrate to the Town that they complied with G.L. c.40A, §3 either in the past year or the upcoming year prior to operating pursuant to the Town's Farm Stand Zoning Bylaw. The plaintiff then filed a Complaint for civil contempt against the Farm Defendants and the Building Inspector, alleging that the Farm Defendants had not produced sufficient documentation of their compliance with G.L. c.40A §3 and that the Building Inspector had failed to enforce the law against them. Trial was held in July, 2012. The Court issued an opinion in favor of all the defendants on March 12, 2013, finding that the Farm Defendants had submitted sufficient documentation in light of the wording of the Court's previous order and that the Building Inspector had responded appropriately to the documentation provided. An appeal was filed and the Appeals Court affirmed the Superior Court dismissal of the plaintiff's complaint for contempt. The Appeals Court concluded that the action had been frivolous and directed the Town to submit a motion to recover attorney's fees incurred in defending the appeal as well as twice its costs, i.e., for printing the appellate brief. The Appeals Court denied the plaintiff's request for reconsideration, and the Supreme Judicial Court denied further appellate review.

Varsity Wireless, LLC v. Town of Boxford

Varsity Wireless is challenging a denial of a variance and special permit to construct a monopine telecommunications facility at 12 Mortimer Road, under the Federal Telecommunications Act. The Town is represented by special counsel in this matter.

Respectfully Submitted,

Paula Lia Fitzsimmons, Chair

Board Members
Paula Lia Fitzsimmons, Chair
Barbara Jessel, Vice Chair
David Peterson, Clerk

Community Services

Border to Boston Path Committee

Boxford Cultural Arts Council

Council on Aging

Boxford Historic Districts/
Historical Commission

Recreation Committee/
Recreational Path Subcommittee

Recycling Committee

Veterans' Services

THE BOXFORD BORDER TO BOSTON TRAIL COMMITTEE

Exciting news for 2015 is the awarding of the Essex National Heritage Commission $2000 grant for building two Kiosks for the Boxford rail-trail, to be installed in 2016 at the trail heads on the public shoulders of Pye Brook Lane and at the Georgetown Road rail-trail crossing Boxford Town Meeting approved the required matching funds from Boxford's CPC account.

2015, since 2013, have been slow years as the 25 % design work remains under review with Massachusetts DOT (Department of Transportation.)

The Town was informed by Mass DOT in November 2014 that it is going to conduct an analysis of alternate route alignments that avoid 20 Kelsey Road entirely. However, the results of the alternatives analysis are not yet known.

The measurement of the electric wires to the ground along both sides of the Boxford rail-trail is complete and waiting approval by National Grid.

While the paving project of the Boxford Border to Boston (BtoB) is a long way into the future, the current 1850 rail-trail is usable for passive recreation. Come out and enjoy the rail-trail.
The southern Boxford rail-trail, beginning at the rail-trail head on Pye Brook Lane, is an enjoyable connection to the Topsfield Linear Trail. This leads to the southern section of the BtoB Trail through Topsfield, Wenham, and Danvers to Route 114. The time to explore and enjoy this trail is now.

The northern Boxford BtoB section begins at Pond Street and continues into Georgetown. The public is encouraged to walk/bike/XC ski/snowshoe the BtoB thru Boxford, both the southern and northern sections.

Description of the route from Pond Street: heading north. (Park parallel on Pond Street.) About half a mile up the trail, just prior to reaching Kelsey Road, a sign post points left, go across the ditch to a wood trail that crosses a private lot at the corner of Hemlock and Kelsey Road. Upon exiting, cross Kelsey Road and enter the Kelsey Arboretum. Please open and close the front deer fence gate and follow the Bay Circuit perimeter trail to the exit pedestrian back deer gate. Do visit the Arboretum as part of your rail-trail travels thru Boxford. Please walk your bike thru the Arboretum. After exiting (open and close) the back gate, follow the arrows, turn left and walk/bike on an old Kelsey Nursery path, turn right up a short slope, walk/bike along two trail easements, crossing a ditch and turn left back onto the rail-trail. You can cross Georgetown Road to Baldpate Pond and into Georgetown.

In 2015, this committee built a boardwalk over the wet area between Georgetown Road and Baldpate Pond. Please leave the boardwalks in place, as this rail-bed is shared with National Grid maintenance trucks.

Boxford's license with National Grid permits:

- Removal by volunteers of trash and debris
- Brush removal and mowing of sections to maintain the path alignment
- Maintaining the path surface including minor filling of holes as needed
- Placing planks for walking in sections with poor drainage
- Installing and maintaining trail information signs at public access points

The committee members are mowing and clipping brush when needed. Many volunteers are needed to help with the items outlined in the National Grid license. Please call committee members to volunteer. This is your trail so let's be mindful of caring for it and enjoying it.

A heart-felt THANK YOU to the private owners of the Kelsey/Hemlock wood lot for permission to maintain the Bay Circuit trail to and from the rail-path and to the Horticultural Society of Boxford Land Trust which preserves and maintains the Harlan P. Kelsey Arboretum for quiet walks and appreciation of the Hardy American Plants that HP Kelsey introduced to the Nursery Trade when he moved to Boxford in 1912 to build his business at the Kelsey Highlands Nursery.

The time to explore and enjoy this rail-trail is now

Respectively submitted:

Boxford Border to Boston Trail Committee

Tony Brogna
Carole Davis
Steve Davis
Nancy N. Merrill
Al Nierenberg
Peter Perkins
Mark Phelan

BOXFORD CULTURAL COUNCIL

The Boxford Cultural Council (BCC) is a community organization supported through funding from the Massachusetts Cultural Council, a state organization which disseminates over twelve million dollars annually to support and promote art/music, science, and the humanities locally. The BCC is made up of community members who vet and vote on grant applications submitted to us on an annual basis. We believe that a strong presence of the arts, science and the humanities is essential to build a strong community and a thriving educational system. Our primary objective is to develop and fund projects that weave these elements into the fabric of our community. The BCC actively encourages local artisans, musicians, scientists, teachers and school organizations to submit grants for consideration to the Cultural Council.

Among the council grants approved for the 2015 grant cycle, are the following:

- "Robert Frost Light and Dark". An in character portrayal illuminating the poet, his life and work. Presented at Lincoln Hall and administrated by the Boxford Town Library (BTL).
- "Feeling Good and Being Healthy". A program for children presented by puppeteer Jonathan Keezing, as part of the Boxford Town Library Summer Reading Program.
- "Romeo & Juliet" play presentation at Masconomet Regional High School, by the Shakespeare Now company.
- "Hands on History: the American Revolution". A program bringing priceless artifacts, including uniforms, musical instruments, historic documents and implements from 18th century camp life to the students at Spofford Pond School, supplementing their study of the American Revolution.
- The Annual Printing Arts Fair, (Summer 2016), at the Museum of Printing in Haverhill.
- "Summer Band Concert Series" at the West Boxford Gazebo, (June, July & August 2016). A series of outdoor concerts by local musicians, promoting community and the appreciation of music, to be held on Sunday afternoons in West Boxford.
- St. Patrick's Day celebration music at the Boxford Council on Aging.
- Birdwatching Walk in Boxford conducted by the Ipswich River Sanctuary.
- The Merrimack Valley Philharmonic Orchestra, 55th subscription season concerts.

The 2015 grant cycle gleaned 15 grant applications, of which 11 were funded. The BCC also administrates town provided funds which underwrite the hiring of local musicians for the annual Boxford 4th of July Parade, and annual Apple Festival performances on Melvin Green. To learn more about the Massachusetts Cultural Council, or apply for a grant, check out www.massculturalcouncil.org. ***Our grant cycle deadline is October 15th, 2016 for the upcoming grant year (2016).*** We anticipate some openings on the Council this coming fiscal year (FY17), and encourage Boxford residents to notify the Chair of your interest in serving. We meet monthly May through December, as needed January through April.

Contact Diane Annunziato (BCC Chair) at dannunziato@verizon.net, or the Selectmen's office for more information.

Boxford Cultural Council Members:

Diane Annunziato, Chair

Susan Arsenault

Judy Miller Bailey, Secretary

Anna Barbieri

Denise Galligan, Finance

2015 ANNUAL REPORT
COUNCIL ON AGING

The Boxford Council on Aging has continued to grow and flourish during the past year. It remains the town's focal point for the delivery of services to Boxford's population 60 and over. Its mission is to support the independence of Boxford's senior citizens, advocate for their needs and enhance the quality of their lives in an atmosphere of respect for the older adult. We in the senior services field realize the importance of keeping our elders in their home and community not only for their benefit but for the good of the community as a whole.

The Council on Aging delivers quality services and programs that reflect the needs, programs, services and transportation to all residents over the age of sixty and serves as a resource for information to families, friends and neighbors who may find themselves caring for an older person. The monthly newsletter "Boomers and Beyond' provides current information about services, classes and other programs.

The Outreach Program remains a vital link for older adults and family members who need assistance through the myriad of programs and services and in accessing the most appropriate services to enable an older adult to continue to live at home. We work closely with the Police and Fire Departments on cases of mutual concern. The Outreach Program, continues to assist individuals with minor home repairs, the completion of benefit application forms, and in understanding the wide range of options available in health care, housing and senior services.

In spite of the limitations placed on us by our available space, our services and the number of seniors requesting those services and attending COA functions and activities continues to grow. Boxford's seniors are the fastest growing segment of Boxford's population, and the need for our services parallels this growth. It has been a delicate balancing act scheduling our activities and keeping our participants happy. We have already reached a point where our staff and space are not adequate for the services being requested by seniors.

A study carried out this year for the COA by the Center for Social and Demographic Research on Aging, Gerontology Institute University of Massachusetts Boston projected that Boxford seniors would represent over 30% of the total population by 2030. This and another study done in 2013 established that Boxford seniors are 'aging in place' and a survey showed that 74% of these responding intended on staying in Boxford through their retirement. We will do our best to meet the needs of this increasing senior population, but we cannot do so without more space and staff.

The COA wishes to extend a heartfelt thanks to our tireless volunteers that donate their time and talents enabling us to provide all of our current services. We also wish to thank the Friends of the COA , the Institution for Savings and Crosby's Market for their generosity. To the many members of the community who have lent us their time and talents our heartfelt thanks. If the town was asked to pay for the work hours of our volunteers and the donations of the Friends to COA activities and needs, we require a tremendous increase to our budget.

The following are statistics for fiscal year 2015:

General Information:	31218 units of service
Meals on Wheels:	1896 units of service
Congregate Meals:	2590 units of service
Community Education:	2143 units of service
Transportation:	1918 units of service
Health Services:	352 units of service
Fitness/ Exercise:	2786 units of service
Health Benefits Counseling	118 units of service
Handicap Equipment:	275 units of service
Cultural Activities:	736 units of service
Social Events:	935 units of service
Recreation:	681 units of service
Intergenerational:	124 units of service
Outreach:	2275 units of service

Respectfully Submitted,

The Council on Aging Board
Richard Taylor / Chairman
Richard Shaw / Vice Chairman
Judith Anderson / Secretary
Steve Harvey
Elizabeth Murphy
Suzanne Cox
Joan Tarleton

Staff
Pam Blaquiere / Director
Anna Barbieri / Outreach
Elaine Spiro/Secretary
Jack Hawxwell/Driver

HISTORIC DISTRICTS COMMISSION

The Boxford Historic Districts Commission (HDC) was established in 1971. Our jurisdiction is the Boxford Village Historic District and the Howe Village Historic District. We follow the Massachusetts General Law C.40C, the purpose of which is to promote the distinctive characteristics of buildings and historic places, as they relate to and profile the history of the cities and towns of the Commonwealth.

In the Commission's continuing effort to make it easier for applicants to apply and go through the process of being granted a Certificate of Appropriateness, copies of the current Design Guidelines (revision/updating due in 2016) at the Town Clerk's office and on the Town of Boxford website. They have also been sent to the real estate offices in Boxford / Topsfield area and in the major markets surrounding the town. Applications can also be found on the town website. The fee for applications for a Certificate of Appropriateness is $25.00, payable to the Town of Boxford.

In 2015 we had the following spectrum of hearings: temporary signs for various community projects, a new barn & wing at the East Parish Farm that was completed this year and a variety of restoration and renovation projects in both the Boxford Village Historic District and the Howe Village Historic District. This year the Commission was able to obtain Community Preservation Commission funds for handsome new Historic District signs that were installed in November in the following locations: Boxford Village District (five signs: Topsfield Road, Georgetown Road, Depot Road, Middleton Road and Main Street) and Howe Village District (two signs on Route 97)

This year we regretfully accepted the resignation of architect Matthew Juros. We thank him for his valuable advice and many contributions to both Commissions over the last few years, especially as the liaison of Cleveland Farm. We wish him well with his endeavors on the Haverhill Historic District Commission.

At this time, the Commission has an opening for two new members: an architect and an alternate member. If interested in volunteering, please call get in touch with any one of the members of the commission, the Selectmen or Town Administrator Alan Benson.

The
Historic Districts Commission meets on the fourth Wednesday of every month at starting at 7:00 PM at the Community Center on Elm Street. The purpose of the meetings is to hear and act on requests for Certificates of Appropriateness, Certificates of Non-Applicability or Certificates of Hardship. We encourage and welcome all interested residents and guests to attend.

Respectfully Submitted,

Wendy Perkins
Chairman

Members:
Wendy Perkins, Chairman
Virginia Havey, Vice Chairman
Lisa DiLuna
Andrew Gori
Nancy Merrill

BOXFORD HISTORICAL COMMISSION

The Boxford Historical Commission is responsible for overseeing community-wide preservation planning and the overall care of the town's historic assets. This past year we have been involved in the following projects:

Little Red School House

Lisa DiLuna, a member of the Historical Commission, and a group of enthusiastic volunteers have graciously continued to plan for the renovation and restoration of the Little Red Schoolhouse. They are looking for funds, grants and hands-on volunteers to help complete the project. They met with the Community Preservation Committee in 2015 and are looking forward to working with the Permanent Building Committee in 2016.

It is the hope of the Commission that Little Red Schoolhouse will become a "window" into school life in the 1860s. It is their mission to have the school be used in the way the Haynes family envisioned when they gave Boxford's last remaining one-room school house for the use of the children of the town.

Anyone who is interested in working on this project should get ahold of Lisa DiLuna or any of the members of the Historical Commission.

Community Preservation Committee.

Virginia Havey represents the Commission on the Community Preservation Committee (CPC). Two projects are on the Historical Commission agenda to present to the CPC for 2016: the restoration of the Little Red Schoolhouse and the full inventory of the historic assets and dwellings in the town.

Inventory of Historic Properties

In 2016 the Commission will send out another Request for Proposal for a Preservation Specialist to inventory our historic properties. In order for homeowners, that do not reside in either of the historic districts, to be listed in the National Register of Historic Places, the property must be listed in a current Massachusetts Historical Commission inventory. Since Boxford's inventory is outdated, homeowners are prevented from being listed in the register and, more importantly, are restricted from applying for restoration grants and placement on the National Registry of Historic Places. It is the hope of the Commission to obtain CPC funds for this long overdue project.

Cleaveland Farm

The Boxford Historic Districts Commission and the Boxford Historical Commission hold the preservation restriction on the Cleaveland Farm as set up by the Essex County Greenbelt Association. The property is being carefully restored by the new homeowners and we look forward to each new phase in the process.

Respectfully submitted,

Wendy Perkins
Chairman

Members:
Wendy Perkins, Chairman
Virginia Havey, Vice Chairman
Lisa DiLuna
Andrew Gori
Nancy Merrill

Honorary Members:
Brian Gregory
Susan Peterson

RECREATION COMMITTEE
2015 OVERVIEW

THE BOXFORD PARK PROGRAM

The Boxford Park Program is run by the Town of Boxford, supervised by the Recreation Committee. For the summer of 2015, the Park Program ran 3 hours a day 9:30-12:30, on Tuesdays, Wednesdays and Thursdays, for 5 weeks in July, at Cole School. This expansion was extremely well received, with registration increasing enormously:

- 365 Children Registered (280 in 2014)
- 40 Local High School and College Students Employed (31 in 2014)
- 51 unpaid interns and counselors-in-training

Certified teacher and Boxford mom Nancy Coughlin continued as the Park Director. We added an Assistant Director who helped oversee the kids while the park was open. Once again, Nancy lined up a variety of events for the program participants, including:

- Orientation for park employees, including speakers about First Aid, Guidance, Legal Issues, and Police
- Bike Safety Day, including a bike ride from Cole School through the Townsend Farms loop and back, coordinated with the Boxford Police to keep the roads safe
- Fire Safety Day, coordinated with the Boxford Fire Department, in which they brought the fire truck to the Cole playground and taught the kids how to put together the hoses.
- Sheriff's K-9 Demonstration
- Crocheting Demonstration
- Science Demonstration
- Theme days including Local Sports Day, Medieval Day with jousting
- Tie-Dye Day, during which the kids were able to dye their own T-shirts
- Arts and Crafts Extravaganza
- Multiple days with inflatable water slides and jousting

Participating families pay a nominal amount to join the Park Program; this income goes to pay the local high school and college students who work as Park Instructors. The Park stayed within budget in 2015 and maintains a positive balance going into 2016.

Planning is already underway for 2016. Returning park instructors have been hired, and new applicants are being interviewed. With the surplus from last year, the Park Program plans to hire

a nurse to be on premises while the children are present, and a dedicated Arts and Crafts Instructor.

CAMP SACAJAWEA/ STEPPINSTONE

The RecCom continues its relationship with our tenant, the Greater Lawrence Educational Collaborative. Their summer day camp program for severely handicapped children operates during July and August. In exchange, Boxford benefits as GLEC has maintained and improved the property. We have an excellent tenant in GLEC who enhances the property.

Boy Scout and Girl Scout groups use the facilities during weekend and off-season periods and are regularly involved in trail maintenance at the camp and for Spring cleaning chores. Boxford organizations and individuals may enjoy the Stiles pond waterfront at the camp for picnics and outings by applying to the RecCom for availability and use conditions.

John A. Rowen

TRAILS

Everyone who enjoys the Boxford trails system owes a special "Thank you" to many volunteers and the BTA/BOLT, Inc. trails committee. Volunteers maintain the Boxford trail system which includes the Bay Circuit trail thru Boxford. Trail users often return after a walk/run, as a volunteer, to remove a downed tree from the trail or cut back brush that is growing into the trail. Boxford is a "volunteer town." Every year BTA/BOLT thanks the two Boy Scout Troops for their keen interest in helping maintain the Boxford trail system.

Memberships and donations to BTA/BOLT's IRS tax-exempt 501c3 organization are always appreciated so that all Boxford children, adults and visitors may develop a love of the outdoors through utilization of our well-maintained trail system.

The fourth edition of "The Boxford Bay Circuit Guide To Walks in and around Boxford," has been renamed Boxford Trail Guide. The first guide book, The Bay Circuit Guide to Walks in and around Boxford was printed in 1991 with a grant from the National Park Service River & Trail Conservation Assistance Program. Two other updates were printed in 1995 and 2005.

This trails guide book, a children's trail/nature activities book, and the Boxford Trail Map, are available through BTA/BOLT (978-887-7031), the Boxford Town Hall, Boxford Library, Wayne's Community Store, and West Boxford Provisions.

BTA/BOLT Trails Committee

PARADES

The Town Budget provides funds to the Recreation Committee to hold the Memorial Day and July 4th parades. The Memorial Day Parade is coordinated by the James L. Melvin Post #379 American Legion. Ron Holmgren planned the event and was assisted by other members of the Post. The Campbell Highlanders and the Spofford Pond School Band provided music for the parade and ceremony.

Members of the Boxford Fire Dept. march in the Memorial Day Parade, a solemn occasion, along with the Board of Selectmen, Boy Scout, Cub Scout and Girl Scout troops. Ceremonies alternate between East and West Villages year to year. This coming year, the official Boxford Memorial Day activities will be in the East Village.

John Rowen and the BAA (Boxford Athletic Association) organize the Annual July 4th Parade and the Jennifer Tinney Road Race. This year, the 4th of July falls on a Saturday.

BOXFORD ATHLETIC FIELDS

The Boxford Athletic Fields are maintained by the Department of Public Works (DPW) and DPW Director, John Dold, with oversight by BAA.

Respectively submitted,

John Rowen

Jim Gikas

Christina Eckert

Paige Andrews

RECYCLING COMMITTEE

Our comprehensive Recycling Program in Boxford continues to flourish. In 2015 our town recycled approximately 37% of our trash. DEP who used to calculate each Town's recycling/diversion rate (taking into account tonnages for composting, HHW and auto waste) has suspended this service due to budget cuts. The charts on the following pages show what items can be recycled, how to prepare them, whether they are collected at the curb or at the Drop-Off Center and any fees.

There is no direct cost to residents for the curbside collection of recyclables; the trash sticker fee covers this expense. However, there is a charge for some of the items at the Drop-Off Center, 7 Spofford Road. Residents are encouraged to pay any fee at the Drop-Off Center by checks made out to the Town of Boxford. We remind residents that they may **ONLY** drop off recycling items on **Saturdays from 8 AM to 3:30 PM** when an attendant is present to supervise and collect fees.

Residents can drop off their used motor oil which will be hauled away and recycled. If we collect and store over 500 gallons at a time, there is no charge for bulk removal and recycling of uncontaminated used motor oil. Motor oil and oil filters may only be dropped off on the **first Saturday of every month between 8 AM and Noon.**

Our Town applied for and received a recycling grant from DEP for $5,150 which the Recycling Committee proposes to put towards a video surveillance system to monitor illegal dumping at Recycling Center. The Board of Health is also concerned about security at the Center and supported a warrant article to install an upgraded long gate in front of the Center. Contamination of recycling materials from after-hours dumping continues to cost our Town money and opens us up to liability issues.

This year we continued collecting and disposing of unwanted prescription medications. Residents can drop off capped bottles of prescription medications 24 hours/day, seven days a week in the lobby of the Boxford Police Station. No syringes, needles or sharps can be accepted at this drop off, but needles can be dropped off at Board of Health office, 2nd Floor of Town Hall, on **Mondays through Thursdays from 8 AM to 2 PM.**

Cooperative, successful, and continuing events this past year included an April Earth Day celebration in conjunction with the Boxford Village Garden Club and our twenty-ninth annual Household Hazardous Waste collection day with the towns of Topsfield and Middleton in November. **Our 2016 HHW collection will be held on Nov. 12th.** Residents are urged to take advantage of this opportunity to properly dispose of any household toxic product.

Through an agreement with the Town of Topsfield's Road Commissioners, Boxford residents continue to have access to Topsfield's composting site. For a $5 fee per visit payable by first purchasing a compost ticket in Boxford, residents can drop-off brush and yard waste at Topsfield's Highway Facility, 267 Boston St., between April 1 and Nov. 15 from 9 AM to 1 PM on Saturdays.

Please note that our vendor, *Recycle That*, will pay our town for collecting acceptable items in their bin at the Drop-Off Center. Items accepted include: hardcovers and paperbacks, CDs, DVDs, audio books, records, textbooks. (They no longer collect encyclopedias or homemade recorded or taped media.) They also accept clothing, textiles, shoes and bedding which just needs to be clean and dry.

Volunteers are the lifeblood of our town. The Recycling Committee is extremely gratified by the volunteer efforts of neighborhood groups, Scout troops, families and individuals who picked up litter and recyclables from roadways on Earth Day; and by community residents and League of Women Voters members who helped out on Household Hazardous Waste Day.

For easy access to timely recycling information residents can visit the Town's website's recycling pages at www.town.boxford.ma.us. Check out www.freecycle.org. Remember to "Buy Recycled": buying recycled products is critical to making recycling cost-effective for our town by creating markets for the materials we collect.

Please find below the total amount of materials recycled in Boxford during calendar year 2014 MATERIALS

	TONS	UNITS
Mixed Paper & Cardboard		567
Commingled		487
(Plastics #1, #2, #3, #4, #5, #6 #7; Glass; Aluminum cans; Tin cans)		
TOTAL CURBSIDE		1054

Corrugated Cardboard	54	Tires	172 car
Scrap Metal & Appliances	68	Auto Batteries	35
Computers/TV	21	Motor Oil	785 gallons
Recycle That (books & textiles)	3	Oil Filters	2 (55-gal)
Salvation Army bins	5	Propane Tanks	52 tanks

EST. DROP-OFF	151
Combined Tons Diverted(Recycled)	1205
Disposed Trash	2025
Estimated Diversion Rate	37 %

Karen Sheridan, Chair
Georgia Cameron
Patty Hojnowski-Diaz
Linda Shea
Nancy Woolford

CURBSIDE RECYCLING

Preparing Recyclables

MATERIAL	WHAT TO RECYCLE	PREPARATION	DO NOT INCLUDE
ALUMINUM	Only pure aluminum cans.	Rinse clean.	No pie plates. foil. cans with paper or plastic parts.
GLASS	Bottles and jars that have been used for food or drink.	Rinse clean. remove caps or corks. O.K. to leave paper labels on.	No broken glass. dishes. ceramics. mirrors. plate glass. light bulbs. metallic coverings.
METAL CANS	Steel or tin & mixed metal tin cans.	Rinse clean.	**No cans with paper parts** **No paint cans.** **No automotive product cans. No scrap metal.**
NEWSPAPER and CORRUGATED CARDBOARD	Newspaper. corrugated cardboard. brown paper bags. magazines. catalogs. telephone books. junk mail. paperboard (i.e.. cereal & tissue boxes) **aseptic milk & juice containers**	Place in paper bags or tie with string. Cardboard needs to be in 2' x 2' squares or smaller and can be commingled with mixed paper and paperboard. Remove cereal box liners.	No waxed coated paper. **No plastic bags.**
PLASTIC 	Only rigid **containers** marked: **#1 – PETE,** **#2 – HDPE,** **#3 – PVC,** **#4 – LDPE,** **#5 – PP,** **#6 – PS, or** **#7 – OTHER**	Rinse clean. Commingle Styrofoam large packing pieces. cups & trays in recycling bin.	No item that is not marked with the numbers listed inside the recycling logo. **No packing peanuts.** **No plastic bags.** **No containers of motor oil, paint, aerosol or hazardous materials**
Use it up, wear it out, make it do, or do without. New England Proverb			

These items can only be recycled at curbside. **NOT** drop-off.
The reverse holds true for the drop-off items. only drop-off **NOT** curbside.

12 31 15

Drop-Off Recycling Center

Located behind DPW Garage, 7 B Spofford Road
Open Saturdays from 8:00 A.M. to 3:30 P.M.

Checks made payable to
Town of Boxford

Material	What To Recycle	Preparation	Do Not Include
Aluminum	Pans, foil	Rinse clean.	
Batteries Motor Vehicle *Fee $5 Button Ni-Cd Rechargeable	Car, truck, motorcycle, open cell Small buttons used in watches, hearing aids, pacemakers, cameras Batteries in power tools, computers, camcorders	Place in marked bin. Place in marked container. Place in marked container.	No alkaline household batteries.
Bulky Items *Fee based on volume	Mattresses, sofas, rugs	Place in marked bin.	
C&D-Construction&Demolition Debris Wood *Fee based on volume	Wood, lumber, doors, windows, plate glass, mirrors, plaster, plumbing fixtures, tiles-ceramic, linoleum, shingles, cabinetry, brush	Place in marked bin.	No bricks, mortar, cement, blocks, stones, rubble, hazardous wastes: lead, asbestos, toxic chemicals.
Corrugated Cardboard	Heavy cardboard, usually brown with ridged layer sandwiched between two flat sheets	Must be flattened. Keep dry.	No cereal or gift boxes, frozen food boxes, milk or juice boxes, other types of cardboard
Recycle That Items	Books, videos, CDs, DVDs, records, LPs, sport cards, comic books, clothing, textiles, shoes	Place in *Recycle That* container	No Magazines, catalogs, directories
Metal Appliances Large Appliances *Fee based on volume	Washers, dryers, stoves Refrigerators, freezers, air conditioners, dehumidifiers	Doors off.	No TVs, wood, cement, tires, plastic parts.
Mecury-bearing Items *Fee: $1 most items $2- 8 ft. bulbs, broken bulbs	Fluorescent bulbs, thermometers, thermostats	Place in shed	
Salvation Army Items Large item pick-up, call (617) 231-0803	Clothes, shoes, blankets, sheets Small appliances Household items, Toys	Clean, reusable. Boxed or bagged, must fit in container	No soiled, torn, broken, unusable, or items too big to fit in bins
Scrap Metal *Fee based on volume	Pipes, wire, cast iron, mixed heavy metals, light iron, scrap aluminum	Place in metal bin. Containers must be empty & free of residue.	No closed containers
Televisons & Computer Monitors, Printers *Fee: $30 – up to 31 inch $40 – 32- 46 inch $50- 47 in +, console	TVs, Computers, Monitors, CPUs, VCRs, DVDs, Stereos, Scanners, Fax Machines, Printers	Place in CRT marked bin	
Tires *Fee: $5 00 each car tire $10.00 each truck tire	Small truck or car	Rims okay.	
Waste Motor Oil & Oil Filters 1st Saturdays of Month Only 8 AM to Noon	Crank case oil, diesel oil, transmission fluid	Capped containers.	No gasoline, anti-freeze, brake fluid, PCBs, etc. Anything other than what is specifically allowed.

QUICK FEE SCHEDULE

DROP-OFF RECYCLING CENTER

Residents must check in with Recycling Attendant who will determine and collect fees. Checks made out to the Town of Boxford are encouraged.

APPLIANCES & METAL ITEMS

Refrigerators	$20.00
Dishwashers	$10.00
Washers/Dryers	$10.00
Humidifiers/ Dehumidifiers	$10.00
Oven/Stoves	$10.00
Water Tanks	$10.00
Microwave Ovens	$ 5.00
Gas Grills	$ 5.00
Lawnmowers	$ 5.00
Propane Tanks (20lb)	$ 5.00
Propane Tanks (30lb)	$20.00
Bicycles	$1.00

LARGE BULKY ITEMS

Mattress or Box Spring

Single/double	$15.00
Queen/king	$20.00
Sofas	$30.00
Sleep Sofas	$35.00
Stuffed Chairs	$20.00
Recliners	$25.00

Mercury & Fluorescents

Mercury Items	$1.00
Bulbs under 8 ft.	$1.00
Bulbs 8 ft. & over	$2.00
Broken glass bulbs	$2.00

CONSTRUCTION & DEMOLITION

Depending on volume ranges from:

$10.00 per 32-gallon barrel

$20.00 per car trunk

$30.00 per cubic yard

$55.00 per station wagon

$75 .00 per mini van

$75.00 per 1/2 ton pick up truck

$100.00 per pick-up truck load,

Includes: wood furniture, shingles, piping, tiles, brush, plumbing fixtures, plate glass, doors, windows, sheet rock

TIRES

Car Tires	$5.00
Truck Tires	$10.00
Auto Batteries	$ 5.00

TELEVISIONS & COMPUTER MONITORS

Up to 31 inches	$30.00
32- 46 inches	$40.00
47 & over,Console	$50.00
Monitors	$10.00
CPUs	$ 5.00
Printers	$10.00

12-31-15

DEPARTMENT OF VETERANS SERVICES
NORTH ANDOVER / BOXFORD DISTRICT

The Department of Veterans ' Services is to advocate on behalf of all the Commonwealth's Veterans and provide them with quality support services and to direct an emergency financial assistance program for those Veterans and their dependents who are in need of benefits and services. In 1946, the Selectmen of the Towns of North Andover and Boxford voted to form a district and appointed a District Director of Veterans' Services to carry out the provisions of Chapter 115 of the General Laws. The Veterans Service Officer **(VSO)** is located at the North Andover Town Hall on Main Street. Walk-ins are always welcome however; we recommend calling first to ensure a representative is present.

OFFICE HOURS:
Monday 8:00 to 4:30, Tuesday 8:00 to 6:00, Wednesday and Thursday 8:00 to 4:30, Friday 8:00 to 12:00 noon

Office (978) 688-9525 or for urgent matters, mobile (978) 807-7286, or e-mail at gmaguire@northandoverma.gov

SERVICES PROVIDED AS DIRECTED BY THE COMMONWEALTH OF MASSACHUSETTS:
Financial assistance
Medical Services
Educational & Burial Benefits
Property Tax Exemptions
Veterans War Bonus
Gold Star Mothers & Fathers Annuities
Obtaining copies of discharges
Replacement of Service Medals
Burial Internment for Veteran and Spouse
V.A. Home Loans and education benefits
Life Insurance and Widows Pensions
Veterans Disability Comp & Pensions
V.A. Hospitals / Clinic Enrollment & Prescription plan

All of these programs are subject to eligibility according to State and Federal Guidelines.

Expenditures: The Veterans Services salary and office expenses for FY2015 total $ 86,957.00. The Town of Boxford apportionment for salary and office expenses total $ 19,652.28 with an **additional $ 14,760.00 being paid out for emergency / financial assistance** with 75% of this expenditure being reimbursed by the Commonwealth of Massachusetts.

Enhancements: To help offset the increased demand for benefits and services we obtained a part-time office administrator to provide 20 hours per week of invaluable administrative service.

NORTH ANDOVER / BOXFORD VETERANS SERVICES DISTRICT BOARD MEMBERS:

Gerard Maguire District Director of Veterans Services	Alan Benson Boxford Town Manager	Andrew W. Maylor North Andover Town Manager



Are you a veteran or a widow(er) of a veteran?
Is your income less than $ 1,915.00 per month (single applicants) with cash assets below $5,000.

Married Veterans, is your combined income below $2,585.00 month & cash assets below $9,800.
Primary residence and automobiles are not counted as assets
If so you may be entitled to
REIMBURSEMENT of your MEDICAL EXPENSES
and/or
FINANCIAL ASSISTANCE
Under Massachusetts General Law Chapter 115
Call your Veteran's Service Officer for more information
(978) 688-9525

VETERANS' GRAVES OFFICER

All Veterans' Graves were decorated for 2015 with a flag before Memorial Day. The graves were inspected and are all in good order with the exception of the Perkins lot. The number of Veterans' Cemetery lots for 2015 are as follows:

Boxford Village Cemetery Georgetown Road	109	Brookside Cemetery Main Street	71
East Boxford Village		West Boxford Village	
Harmony Cemetery	36	Mt. Vernon Cemetery	108
Ipswich Road		Mt. Vernon Road	

Flags were replaced at all Veterans' Monuments this year: (3) The Melvin Green Monument, (1) the Fireman's Monument in the East Village, (1) the Veteran's Morse-Parker House Memorial Park Monument on Washington Street, (1) The Ancient Cemetery, (1) The Round Top Memorial Site , (l)Perkins Lot Behind 99 Great pond Road, (3) at The Civil War Monument at the corner of Main Street and Washington Street, (4) at Killam / Curtis Cemetery behind Masconomet Ball fields and Col. Thomas Knowlton Memorial at West Boxford Historical Society Building.

Javier G. Morales
Veterans' Graves Officer

Independent services for the town of Boxford

Boxford Cable Access Television
(BCATv)

Boxford Trails Association/
Boxford Open Land Trust
(BTA/BOLT)

Help for Abused Women and
Their Children
(HAWC)

Historic Document Center

Tri-Town Council on

Youth & Family Services, Inc.

BOXFORD CABLE ACCESS TELEVISION (BCATv) 501(c)(3) Non- Profit
www.BoxfordCableTv.com

Boxford Cable Access Television Corporation, Inc (BCATv) is a registered 501(c)(3) non-profit public charity, which currently operates two local cable television stations accessible by the residents of Boxford.

We are celebrating our 11th year of service to the cable subscribers of Boxford. Our Board of Directors consists of 3 unpaid volunteers, two of whom have been on the board since the incorporation of BCATv in 2006. We recently added a new Board member, Melissa Scheirey, to replace Scott Dahlgren, who stepped down after nine plus years of serving on the Board.

Our Government Access station broadcasts 16 hours per day, 7 days per week on COMCAST Channel 22 and Verizon Channel 39 and features live and taped government meetings of the numerous volunteer committees and boards that serve the residents of Boxford.

During the past year we videoed over 260 public meetings that occurred at Boxford Town Hall and other meeting venues. Often times there can be 5 simultaneous meetings going on at the same time, but Lance Cluster, our Government Access Coordinator, always manages to get as many meetings as can be recorded for playback during the week and uploaded to the web so they can be viewed online 24 hours per day at our website: www.BoxfordCableTv.com.

Our Public Access station broadcasts 24 hours per day, 7 days per week on COMCAST Channel 8 and Verizon Channel 45. This past year we broadcast approximately 540 unique videos varying in length from 30 minutes to 2 hours. including Masco Freshman, JV and Varsity sporting events, our own multi-camera concerts shot at local venues, lectures, and other community centric events.

This past year our interns recorded and edited over 325 videos of community interest programs averaging almost one hour in length. Jonathan Rivers, our Public Access Coordinator, plays a key role in maintaining event schedules, monitoring and loaning equipment, videoing in-studio events and keeping our studio at 256 Georgetown Rd operational.

Our staff of 28 paid interns ranges from students 12 years of age to college age, plus several residents enjoying retirement. The subject matter they record reflects their personal interests and varies from multi-camera concerts, to Masco/Youth/Adult sports, to The Health Show (which is also viewed worldwide on the internet), and many, many other local Boxford events, such as parades, elementary school concerts, talent shows, Tri-Town Council lectures, BAT/BOLT events, etc.

We provide our interns with a web site where they can sign up for video events that are of interest to them. We also provide dedicated equipment to individuals and teams who want to

cover multiple events during a season. It is always their choice to sign-up for the video specific events that they want to cover.

A majority of the videos that BCATv produces are archived and can be watched on our website as well.

We also aired over 150 religious services donated by local Boxford and Topsfield houses of worship, plus another 180 videos produced at no charge to BCATv by other cable stations on various subject matters of interest to our cable subscribers.

One accomplishment we are very proud of is our involvement in the Masco Senior Internship program, which runs for the 5 weeks following April school vacation. This Masco program is intended to give Seniors a real world working experience of their choosing. We were especially honored to have 3 Seniors, Jack O'Brien, Jake Spataro and Sam Pickell choose BCATv for their Senior Internship in 2015.

Intern Jack O'Brien spent his time researching the Boston music scene and interviewing various artists in Boston, Cambridge and Somerville for their take on how Boston influences their artistry. His final project was a video compilation of these interviews and concerts that he both videoed and edited himself.

Intern Jake Spataro focused on two no-kill animal shelters, Nevin's Farm in Methuen and North East Animal Shelter in Salem. He produced several segments of the Mr Dog and Cat Show, which featured animals available for adoption at these shelters.

Intern Sam Pickell focused on all aspects of video production. He quickly became our expert in live concert audio recording using our computer based 16 track portable mixer for recording live concerts. He has also operated a video camera at various sporting and concert events. In short Sam continues to be our multi-camera video editing expert and go to person while he attends UMass Lowell as a commuting student.

Early this year BCATv extended our contract with the Town of Topsfield to manage the Topsfield Cable Access Media (TCAM) station for an additional year. BCATv has been providing 24/7 programming as well as live coverage of select government meetings. All additional costs related to this contract were paid for by Topsfield and this year's contract was increased to cover additional cost sharing for BCATv produced Masco and concert events that are broadcast in both towns.

A new ten-year Cable Franchise contract was executed between the Town of Boxford and Comcast in June of this past year, extending cable coverage in the Town of Boxford and funding to BCATv by Comcast through June 2026. The contract includes capital expenditures for replacing broadcast equipment that will be outdated and possibly made

obsolete due to technology shifts. This budget was developed based upon what we know today and what we

may reasonably expect will occur in future years over the course of the multiyear franchise agreement. The Boxford Selectmen unanimously approved this contract in June 2015.

One of the big changes with this contract is the significant reduction in the Franchise Related Cost (FRC) line item on each Comcast subscriber's monthly bill. This reduction results from a couple of changes including Boxford Cable Advisory Committee's insistence on replacing the current 25-year-old technology in place used to transport Channel 8 and 22 video streams from Boxford Town Hall to Comcast's headend in Beverly with new internet based technology that is more reliable, produces a better quality playback image and significantly reduces maintenance fees.

Another change was bringing the Comcast PEG Access fee into line with the fee charged to Verizon cable subscribers that has been in place since 2008. Both contracts are now on a "level playing field".

This contract also added a third television channel, which is planned to be operational before school starts this Fall 2016, to focus on Masco and Tri-Town related events. Although our preference was for a high definition public access channel, the addition of this new standard definition educational channel will provide Boxford cable subscribers with more hours of local community related programming on 2 channels operating 24x7.

We also plan to upgrade out broadcast equipment in the next few months to allow live video streaming on our website, www.BoxfordCableTv.com, and to offer video on demand for all of our videos in addition to our government meeting videos.

We are also looking into additional equipment to video government meetings at various locations that are not currently wired for video, such as Meeting Room 2 at Town Hall and the Police Station meeting room.

The Boxford Cable Advisory Committee began this past Fall planning the Ascertainment process and developing a timeline to negotiate a new cable contract between the Town of Boxford and Verizon, which expires in September 2018. We will keep you apprised of the progress.

Respectfully submitted,

Rick Rivers, President
Melissa Scheirey, Vice President and Secretary
Brad Sweet, Treasurer Boxford Cable Access Television Board of Directors

BTA/BOLT, INC. ANNUAL REPORT
(for the year 2015)

BTA/BOLT, Inc. produced our annual BTA/BOLT Dressage & Horse Show event in July. The Horse Show raises monies to help with BTA/BOLT's trail maintenance program. The competitors, trainers, and parents always compliment the show's organizers for running an enjoyable event where everyone has fun competing in dressage, pleasure classes, trails classes, games, and jumping classes.

The Boxford Fire Department once again hosted our Dog Show. It was well attended and we hope to improve it every year. Our Annual Great Pumpkin Hunt on the Cargill field was as popular as ever, with great assistance from Pete and Chris Delaney and Lou Athanos, who manned the tractor and wagon for hay rides.

We also hosted a wonderful speaker who taught us and entertained us with wildlife adventures and stories about caterpillars, as well as bringing these amazing creatures with him to show us.

BTA/BOLT, Inc. continues to financially support nature education to take place on Boxford open spaces with the participation of Mass. Audubon and our Elementary Schools. We also grant a conservation scholarship to a MASCO senior who has interests in conservation and ecology.

Every fall, winter and spring, BTA/BOLT sponsors a Tuesday morning scheduled walk/hike or snow shoe/cross country ski. This year, as in many past years, these walks have been scheduled and led by Steve Davis. We have a large, active group of volunteers who are helping to keep our trails accessible.

Since deer ticks wait on the undergrowth along the trails for a warm blooded creature (humans included) to pass by, it is imperative that the Boxford trails are cleared wider than previously and we are endeavoring to gradually widen all the trails.

Eagle Scouts have earned their Eagle Awards building and improving trails and boardwalks, as well as building boardwalks over wetlands and installing trail markers on the many trails in Boxford. The town owes these young people a vote of thanks! BTA/BOLT has re-built one of our important bridges in the Boxford Village area and hopes to do more of this sort of work in the future. We are actively involved as a participant and support group for the rails to trails endeavor and with the Bay Circuit Alliance trails network.

The BTA/BOLT, Inc. website, www.btabolt.org, has broadened its scope. We have updated its offerings and are working to make it more interesting and user friendly all the time. Check it out. We are also able now to reach all of you who have given us your emails with a mini-newsletter announcing various activities. Modernizing!

Thank you to all our members and volunteers who help make all this possible!
Natasha Grigg and the entire Board

HAWC Fiscal Year 2015 Report to Town of Boxford

Founded in 1978, the mission of HAWC (Healing Abuse Working for Change) is to create social change by taking action against personal and societal patterns of violence and oppression. HAWC provides services and support to victims of domestic abuse residing in the 23 cities and towns on the North Shore in order that they may make informed, independent decisions about their futures.

HAWC provides free, comprehensive services to victims of domestic violence and their children including: a 24-hour hotline, emergency family shelter, individual advocacy, support groups, court advocacy, a Parent-Child Trauma Recovery Program, family law and immigration law, and community outreach and education.

HAWC's staff, Board, volunteers and community-wide partners envision a world where relationships are built upon mutual respect and partnership and where home is a place of nurturing and renewal. Our programs are trauma-informed and based on an empowerment model. We view domestic violence in the context of other social oppressions (racism, classism, sexism, heterosexism, etc.) with the goal of altering social norms and public policies that support them. HAWC staff members reflect the racial, ethnic, sexual orientation, gender and linguistic backgrounds of the diverse communities we serve. All staff and volunteers have been trained in best practices for serving clients of all backgrounds and walks of life.

Domestic abuse takes many forms but its goal is always the same: to control one's partner. Tactics of control include emotional, physical, economic, social/cultural, and sexual abuse. HAWC and its staff are dedicated to providing support to any one in our service area who may be experiencing any of these forms of abuse.

In Fiscal Year 2015, HAWC served 2,131 people and provided the following services:

- **1,033 individuals** called our hotline a total of 2,435 times for information and support
- **945 individuals** received short-term one-on-one advocacy
- **64 people** attended a total of **184** support group meetings
- **36 children** received counseling through our Parent-Child Trauma Recovery Program
- **1,066 clients** received legal assistance
- **50 high-risk cases** were reviewed for on-going safety planning to prevent homicide.
- **50 individuals** entered into HAWC's Emergency Shelter
- **133** clients received services through our partnership with North Shore Medical Center.

BOXFORD HISTORIC DOCUMENT CENTER

Since its establishment in 1976, the Boxford Historic Document Center has served as an archives and local history center for the town. Focusing on the documentation of Boxford's history through written records, maps, and photographs, the collections at the Center range in date from the 17th century through to the present. This material helps provide the necessary context for understanding the history of the town and its people.

The Boxford Historic Document Center is located in West Boxford Village, in the little brick building next to the Second Congregational Church. Last year over 70 curious people, including students, genealogists, historians, and residents, visited the BHDC. Many others, both old friends and newcomers, attended the open house held in December in conjunction with the West Boxford Winter Fest.

Among the Center's activities in 2015 was the development of a new exhibit focusing on Boxford's 19th century mills. Mill sites were scattered throughout the town on various brooks and ponds. The exhibit previewed at the Apple Festival and may now be viewed at the Document Center. Monthly history articles have been published in the *Tri-Town Transcript*, with a focus on photographs and archival material from the Center. Happily, there are many fascinating aspects of Boxford's history and compelling photographs to write about. Topics have included Boxford's schools, churches, various town organizations, the World War II scrap metal pile, and an overview of Boxford in 1760.

The Document Center is always looking to acquire new collections. Materials do not need to be "old" or "valuable" as long as they document the history of the town and its people. Among the donations we enthusiastically accept are photographs and postcards of buildings or town events, memorabilia and records of local organizations, schools, and churches, newspaper articles, scrapbooks, and files recording personal involvement in town government.

We look forward to 2016 and the celebration of the 40th anniversary of the founding of the Boxford Historic Document Center. The BHDC was established by the Boxford Bicentennial Commission as an enduring legacy of the celebration of the American Revolution, and found a suitable home in the old Ingalls Memorial Library.

The Document Center relies on volunteers to assist with reference work and collection management and we are always interested in having new Wednesday helpers. This year Alice Holden volunteered. Staff members are Kathy Phillips and Martha Clark.

The Boxford Historic Document Center is open for researchers and visitors on Wednesdays, from 9 until 4, and Wednesday evenings, 7:00 to 9:00. We are also open the first two Saturdays of each month, 10 to 3. Appointments may be made with the archivist if these hours are not convenient. Please call 978-352-2733 with any questions.

Martha Clark
Archivist

TRI-TOWN COUNCIL

"Reducing and preventing at-risk behavior and strengthening the social and emotional well-being of Tri-Town youth."

TRI-TOWN COUNCIL ANNUAL REPORT FY 2015

Celebrating over 45 years of service to Tri-Town Youth and Families!

Tri-Town Council is proud to have served the communities of Boxford, Topsfield and Middleton for more than 45 years. For nearly five decades we have worked with thousands of youth and families providing parent education, youth programs, professional development, prevention services, after-school enrichment and various types of family and community support. This grassroots effort established in 1968, originally called the *Tri-Town Council on Drugs*, was organized by concerned citizens to address youth drug and alcohol abuse. Over these many years TTC has become a community mainstay working with the Masconomet School District, the Tri-Town Elementary School Union and many community partners. We focus on social and emotional well-being; working with our partners to build the important assets that all youth need to support and empower their healthy choices, self-esteem and resiliency through childhood, adolescence into adulthood.

Today, Tri-Town Council continues to support the evolving needs, concerns and priorities of the community and its stakeholders through cooperation and collaboration with our schools, parents, youth, law enforcement, public health, community organizations and many local and regional resources.

We greatly appreciate the support from the Town of Boxford whose residents voted to provide Tri-Town Council with $29,614 in FY15. Municipal Funding contributions from Topsfield, Boxford and Middleton represent a significant portion of Tri-Town Council's annual operating budget. This funding is vital to the financial health and organizational stability of the Tri-Town Council.

We are pleased to enclose a summary of the programs, services and initiatives undertaken by Tri-Town Council during the past fiscal year.

Thank you for your continued support of Tri-Town Council and for being partners with us in this important work for our community.
With gratitude,

Mary Dodge
President, Board of Directors

Lisa Teichner
Executive Director

OVERVIEW

In the 2014-2015 program year, Tri-Town Council impacted thousands of youth, parents and educators with more than 100 educational and instructional programs and workshops which included Internet safety and education; alcohol & drug prevention education for youth and adults; biennial Youth Risk Behavior and Adult Perception Surveys; social skills workshops; adolescent anxiety/depression & raising resilient teens presentations; youth leadership programs; after-school enrichment; service-learning retreats; and substance-free events. Tri-Town Council focuses on prevention programs and services grounded in the Developmental Assets and Positive Community Norms frameworks which support and empower youth to make healthy and safe decisions and provide parents/guardians and educators the tools and strategies needed to support youth in effective, positive and impactful ways.

In FY15 Tri-Town Council continued to support the important work of **The Coalition** in the biennial collection of youth and adult survey data. The Coalition, a program of Tri-Town Council, provides local coordination, education and advocacy towards the long-term goal of reducing youth substance use in the Tri-Town community. Additionally, Tri-Town Council continues to staff a 24/7 counseling helpline **Project Safety Net (978-771-4619)** providing day, night, weekend and holiday support for youth and families in need.

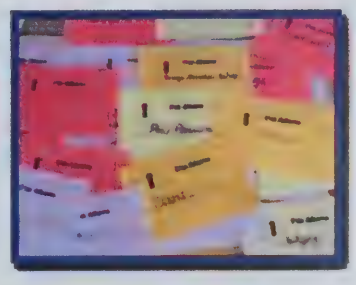
Following is a comprehensive summary of our programs and services implemented during FY 2015.

EDUCATIONAL PROGRAMS & WORKSHOPS

Youth Workshops/Activities

- **Internet Safety –** facilitated by **MARC (MA Aggression Reduction Center)** - Program for middle school youth (during the school day & after school with Student Council members) and parents (evening program) on Internet and social media safety and Cyber-Bullying safety tips and on-line resilience. The evening program was taped by Boxford Cable TV to expand its community reach.

- **TAG-IT Tuesdays** – Opportunities in the Middle School for youth to 'shout out' on a particular topic; Tag-It's spark discussion on various topics and give youth a chance to be heard on specific issues in an engaging and unique way.



- **Massachusetts Conference for Women (Young Women's Program)** – Tri-Town Council, for the fourth year, secured sponsorship for Masconomet HS youth and adult chaperons to attend this annual event in December which focuses on leadership, self-esteem and empowerment.



- **TTC Youth Service Learning Retreats** – bringing youth to Cherryfield, Maine to work with Maine Seacoast Mission on housing repair projects for families in need for our 3rd visit. This week-long service-learning retreat occurred in late June with 9 high school youth and 4 adult chaperones participating. In addition, we brought a small team of youth and adults to Wolfeboro, NH to build a much needed bike rack for a local youth serving agency over a weekend in early November.



- **Topsfield Holiday Walk** – TTC welcomed the community into its offices during this fun, family, seasonal event held in early December. During this year's event children were invited to write a letter to Santa while adult members adorned the TTC tree with an ornament on which they shared what they were grateful for this year.

- **PhotoVoice – TTC launched this powerful program for Tri-Town MS/HS Youth in 2013** which encompasses both a photographic and written component on a chosen topic. Volunteer assistance is provided by community members. The 2015 topic was **"Pondering Diversity and Creativity Through the Eyes of Youth."** Projects were unveiled at TTC's Annual Meeting and at the Masco Middle School and have been diplayed at area locations throughout the year including town libraries.



- **Open Gym for Middle & High School Youth** – run by Tri-Town Council for Middle and High School youth on select Saturday evenings during the winter months from November through March. Open Gym is a free, supervised drop-in program for Masco teens. Activities include ping pong, basketball, floor hockey, volleyball, Frisbee, hula hoops, and more.



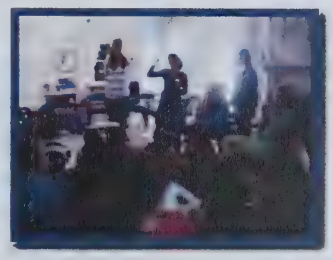
- **6th Grade Open Gym Night debuting in 2014 with great success** was expanded this year by providing bus transportation from the upper elementary schools to Masconomet. This event provides another opportunity for Tri-Town 6th graders to meet one another in a fun environment for an evening of games and activities. This idea was initiated by our High School Youth Council members and is run under the direction of the TTC Youth Coordinator. More than 160 Tri-Town 6th graders attended in May 2015.



- **High School Youth Leadership Retreat** – 3rd annual ½ day workshop conducted on an early release day in February. 35 Masconomet high school youth participated in this free program. TTC worked with Marie Lucca, Sociology Professor and Community Educator, to develop a meaningful experience for youth to strategize about leadership and diversity in our communities. Transportation provided from Masco to the Our Savior Lutheran Church in Topsfield.



- **Stand Tall!** A free four session program offered to Tri-Town middle school aged girls (grades 6-8) in the spring addresses self-esteem, social pressures as well as promoting leadership skills and healthy dialogue. Facilitated by Spofford School guidance counselor Julie Benson and Spofford School psychologist Courtney Eckhoff, 2015 sessions was attended by 21 girls.



- **Developmental Assets Project for Youth** - initiated during FY15 with support of the TBM Rotary- TTC worked with youth, educators and community partners using the Developmental Assets (building blocks of health development) Framework developed by the Search Institute which help young people grow up to be healthy, caring and responsible.



- **6th Grade Student Transition** – Facilitated by Masconomet Middle School Guidance staff, select Masco Middle School students are transported for visits to 6th grade students at the elementary schools answering questions and concerns regarding their upcoming transition to Masconomet. **This year TTC provided a backpack to each 6th grade student filled with information about Masconomet and fun fillers!**



- **Youth Artisan Fair, in its second year,** held in conjunction with the Topsfield Strawberry Festival in June. This program affords Tri-Town youth aged 9-18 the opportunity to sell their handmade, quality items as well as polish their business and public speaking skills at a fun, community event.

Parent/Community Presentations & Workshops

- **Generation Like:** community viewing of this powerful Frontline documentary followed by a panel discussion explored the relationship between teens and the companies that market to them in this era of social media. TTC worked with Emerson College Media Professor and Masconomet staff and students to facilitate the discussion.



- **Boy-Sense: Decoding the Developmental Needs & Nurturing the Resiliency of Boys at Home and in School** – in this workshop developed for Tri-Town Council, Tri-Town resident and educator Stephanie Meegan provides practical insights and simple, yet powerful recommendations that parents/guardians & educators can implement at home and in the classroom supporting the unique needs of young boys. A podcast of this presentation was made available to parents as well as uploaded to our website.



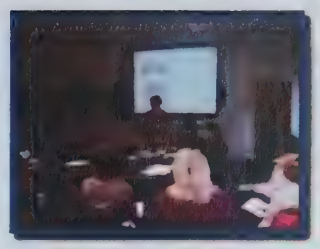
- **Parenting Teens** – an evening with **acclaimed author Anthony Wolf, Ph.D -** providing hope, humor, and practical tips for dealing with the everyday challenges of raising teens. Dr. Wolf helped parents/adults understand who teenagers really are under all the attitude, and what new rules apply to successfully communicating in today's constantly evolving world of the internet, electronics and social media.



- **Anxious Kids Anxious Parents** – an evening program presented by **Lynn Lyons, LICSW and anxiety expert,** addressed how parents/adults can help their teens manage anxiety and know the signs of depression. Specific strategies and exercises were provided as well as a link to an on-line video resource. Held at Masconomet Auditorium and recorded by Boxford Cable to expand its reach.



- **Friendship Detective** by author/educator and Tri-Town resident Stephanie Meegan. A two-hour workshop designed for parents, guardians and educators of K-6 aged youth focused on expanding children's social competence and confidence.



- **Drop-In Fridays —** On select Fridays TTC staff opened the office to parents and caregivers to discuss topics of interest, concern and challenges in raising children and teens.

Professional Development for Educators, Administrators & Community Partners

- **Teen Anxiety and Stress** – presented by Lynn Lyons, LICSW and anxiety expert, to Masconomet guidance, psychological and support services staff after school in November.

- Sponsor local participation (15 community partners – including school and law enforcement representatives) at the **Essex County District Attorney Annual Safety Conference** in March.

- **Developmental Assets Project for Educators** - initiated during FY15 with support of the TBM Rotary- TTC worked with educators and community partners in many small group presentations using the Developmental Assets Framework (building blocks of health development) developed by the Search Institute which help young people grow up healthy, caring and responsible.

KEYSTONE PROGRAMS

- **The Coalition,** established by TTC in 2010, continues to expand its activities and reach. This program of TTC is a community-wide partnership which includes membership from schools, law enforcement, public health, mental health professionals, faith-based, youth and parents whose focus is to reduce and prevent substance use among Tri-Town youth. **The Coalition** provides local coordination, collaboration, education and advocacy towards the ultimate goal of reducing youth substance use ensuring and sustaining a healthy Tri-Town community for all.



- **Horizons After-School & Summer Enrichment** - Horizons is available to K-6 elementary school children in Topsfield and Boxford during the academic school year and to all Tri-Town K-6 residents during the summer. Classes may include art, science, physical activity, Lego Engineering, sewing and nature workshops. Offered in 4, 6 and 8 week sessions during the fall, winter and spring; weekly during the summer, and taught by experienced adults. In Boxford we also run a 6 week ski program in conjunction with Bradford Ski. There are also community service opportunities for high school youth within the Horizons program year-round. Programs are held at Boxford and Topsfield Elementary Schools during the school year and various locations in the summer. During FY15 over 500 Tri-Town youth participated in the Horizons program.



- **TTC High School Youth Council** – Led by high school youth and facilitated by our Youth Program Coordinator, the TTC HS Youth Council engages in fun social activities, leadership opportunities, participates in community service programs and supports special projects such as 6th Grade Fun Night.



- **TTC Middle School Youth Council** – Led by the Tri-Town Council Youth Program Coordinator, this group is open to Tri-Town youth in grades 7 and 8. This youth group engages in fun social activities, community service opportunities, leadership development and special programs and projects.

- **All-Night Graduation Party** - Tri-Town Council sponsors and coordinates this annual event with the support of parents of graduating Masco Seniors. This event, running since our inception, takes place in June the night of graduation with approximately 80% of seniors participating. The just graduated teens enjoy a full night (9PM-7AM) of fun, chaperoned (by parents of juniors and TTC staff) activities and food with busses transporting them to and from each location keeping them safe on a night renowned for tragedies. Over 265 graduated seniors and 35 chaperons participated in the 2015 event.



- **Tri-Town Council Scholarship Program**- Scholarships are awarded to three graduating Masconomet Seniors, one from each of the Tri-Towns, recognized for their academic performance, community service within the Tri Town and being exemplary role models to peers during their high school years. FY15 marks the 5th year these scholarships have been awarded. In FY15 TTC awarded $750 to each recipient.

- **Project Safety Net 24/7 Helpline** – support provided 24/7 via telephone and text access to a licensed mental health counselor. **Project Safety Net** is used by both parents/guardians seeking advice or guidance regarding issues with their children, and youth in need of someone to talk to as well as concerned community members for information, referral/crisis counseling.



- **Tri-Town Community Resources for Families in Need** - Tri-Town Council, with local community and school support, developed a community-based resource list and outreach protocol which highlights the efforts of local organizations helping families in need during the holidays and year-round. In conjunction with the Masconomet School Health Council (SHAC), TTC provides a comprehensive list of local resources as well as mental health, substance abuse, safety and more. This resource list is accessible on-line and in print. TTC also works with the schools and local agencies to facilitate support for Tri-Town families in particular need during the Nov/Dec holiday season.



- **Youth Risk Behavior Survey (YRBS)** – the YRBS is a data collection tool which focuses on the major risk behaviors that threaten the health and safety of young people. The data collection tool is one which is used across the state and nationally to assess youth behavior and perception. This biennial anonymous survey administered to Masconomet middle and high school youth includes questions about alcohol, marijuana, tobacco and other drug use; bullying; depression; stress; sexual behaviors that might lead to unintended pregnancy or sexually transmitted disease, dietary behaviors, physical activity, and behaviors associated with intentional or unintentional injuries. Data from the YRBS provides accurate estimates of the prevalence of risk behaviors and perceptions of use among our middle and high school youth and are important for planning health education and risk prevention programs within the schools and in the community. In November 2014 TTC administered the survey to 1800 Masconomet Middle and High School students in conjunction with Masconomet School Health Advisory Council and our Coalition partners.

- **Adult Perception Survey (APS)** – conducted biennially since 2011 and implemented by TTC with the support of our Coalition partners, this survey asks Tri-Town adults including parents, teachers, administrators, law enforcement, clergy, business owners as well as any other adult vested in the local community for feedback on issues youth face, or will face, in making safe, healthy choices as they grow and mature. Participation is open to all Tri-Town adults who parent, educate and care for and about Tri-Town youth. In 2015 more than 500 adults participated offering us an insight into areas of concern as well as perceived alcohol and drug use among Tri-Town youth.

- **Developmental Assets Profile Survey** – This survey administered to Tri-Town 4th and 5th grade students during the school day provided TTC and school educators and administrators with a wide range of information, such as how our youth spend their time, what they value, and their perception of community life. The survey also provided information as to the extent to which the youth are experiencing the Developmental Assets (the building blocks of health development) which help young people grow up healthy, caring and responsible community members. This survey was administered with the support of the TTSU, Tri-Town School Committees, Principals and our Coalition partners.

AFFILIATED ORGANIZATIONS

- The Tri-Town Council has several affiliated organizations which benefit from our non-profit status, administrative support and fiscal sponsorship affording them the opportunity to serve the Tri-Town community including:

- **Disability Awareness Starts Here (DASH)** Since 1994, D.A.S.H. has provided an innovative, hands-on sensitivity awareness experience for elementary school students in Boxford and Topsfield. This parent led program relying on more than 250 volunteers and embraced by the school district, emphasizes abilities rather than disabilities; encourages empathy and understanding; fosters an atmosphere of mutual respect and friendship; and strives to eliminate fear and misunderstanding. Each year almost all youth in second through fifth grade participate in this program. D.A.S.H. presents four unique curriculums which utilize hands-on activities designed to simulate what it is like to live with a disability. Children are encouraged to explore their feelings, think creatively, and discuss alternatives and solutions to the challenges created by a disability. Each program concludes with a guest speaker where the children are invited to ask questions and share their new perspectives. **The grade level curriculums are Visual Impairments - Grade 2; Hearing Impairments - Grade 3; Invisible Disabilities - Grade 4; Physical Disabilities - Grade 5.**

- **Sponsor-A-Child** – run in the Boxford Elementary Schools since 1980, provides a tangible and meaningful way for elementary school children to be part of a community service activity along with their classmates and family. This program raises awareness about children, close to home, who are underprivileged and in need, and how others, both individuals and a community can help. Sponsor-a Child working with Santa's Helper of Salisbury, facilitated the donation of hundreds of wish list gifts (clothing and essentials) with the help of over 95 classroom volunteers to 36 needy children in Salisbury as well as made a cash donation of $1600 to the Salisbury Santa's Helper program during the 2014 holiday season.

OUR FUNDING

Municipal Funding contributions from Boxford, Topsfield and Middleton represent a significant portion of Tri-Town Council's annual operating budget. The balance of our income comes as a result individual and family donations from Tri-Town residents, corporate donations, foundation contributions, grants, fee for service programs and fundraising events. This funding is vital to the financial health and organizational stability of the Tri-Town Council.

Foundation, Corporation and Organization donations in FY 15 include:

- Booth Charitable Lead Trust
- Charity Girls
- Charles Stewart Mott Foundation
- Christian Angel Smile Foundation
- Congregational Church of Topsfield
- Essex County Community Foundation
- Institution for Savings
- Invest in People
- North Shore Networkers
- Peabody Collaborative
- Petards Runners Club
- People's United Eastern MA Community Foundation
- Rotary Club of Topsfield, Boxford and Middleton
- Second Congregational Church of Boxford; Ladies Charitable Society
- Topsfield-Boxford Community Club
- Tower Foundation
- Women's Fund of Essex County

TRI-TOWN COUNCIL LEADERSHIP

The Tri-Town Council Board of Directors provides leadership, governance, fiscal oversight and long-term strategic planning in support of the organizational mission. Led by an Executive Board consisting of a President, Treasurer and Secretary, sub-committees and an Advisory Board, the Tri-Town Council Board of Directors are engaged in the vital and on-going process of identifying and achieving the goals and objectives of the organization.

The Tri-Town Council employs a full-time Executive Director who is responsible for the development and implementation of programs and services, provides organizational leadership and Council management; and several part-time support staff who assist with program implementation, communications, youth activities and business functions.

IN SUMMARY

Through our educational programs, sponsored programs and organizational affiliations, Tri-Town Council proactively strives to meet the needs and address the concerns of the Tri-Town community. We collaborate with schools, parents, youth, law enforcement, community organizations and area resources to insure the highest impact and most cost effective delivery of our programs and services. We maintain high visibility in the community through our website: www.tritowncouncil.org, E-news via our in-house database and through school newsletters, in local media resources such as the Tri-Town Transcript **(our regular bi-weekly spot called the "Tri-Town Council Corner")**, local phone books and other organizational websites including Masconomet and the Tri-Town School Union. We also connect with parents via **Facebook and Twitter**, providing important programming information and resources pertaining to various family issues, challenges and raising children of all ages.

In addition we host the **TTC Teen Spot on Facebook** allowing us to connect with high school youth regarding programs, activities and important issues. Our website, E-news and social media posts contain timely information for parents/guardians, educators and youth on topics such as resilience, asset building, bullying and cyber bullying, Internet safety, stress management, and alcohol and drug abuse as well as updates regarding Tri-Town Council events and activities.

Tri-Town Council actively participates in and collaborates with several Tri-Town committees including; the Masconomet School Health Advisory Council (SHAC) whose mission is to promote youth health, wellness and safety; the K-12 Umbrella Group which consists of local volunteer leadership and school superintendents meeting monthly to share projects and ideas; the elementary school Parent-Teacher Organizations; public libraries; TMB Rotary Club; faith-based institutions and is a member of CADCA, Community Anti-Drug Coalitions of America and the Massachusetts Non-Profit Network. We work with local organizations and agencies sharing ideas, co-sponsoring programs and events to both broaden our impact as well as sharing the costs whenever possible and appropriate.

The Tri-Town Council is grateful for and depends on the continued support we receive from our funders *- it is as a result of Municipal, Corporate, Foundation, Individual and community support and involvement that we are able to pursue our mission educating youth, parents and educators providing pro-active solutions which support, engage and empower Tri-Town youth to make informed, healthy, safe and compassionate decisions while strengthening their social and emotional well-being.*

TOWN COUNCIL BOARD OF DIRECTORS (FY16)

Mary Dodge, President
Christine Rothman, Past President
Susan Fowler, Treasurer
Sue Block, Secretary
Sally Dahlgren
Emily Collins
Marise Stewart
Zillie Bhuju
Alison Giachinno
Jane Pappas

TRI-TOWN COUNCIL ADVISORY BOARD

Jeanne Richards; Robin Wildman; Rhonda Fogel; Donna Davis; Dana Webster; Rodney Pendleton; Leslie Levenson; Mark Landgren; Diane Frampton; Guy Simmons; Jan Pazar; Joan Murphy; Adam Thurlow

Respectfully submitted,
Lisa G. Teichner
Executive Director

BOXFORD TELEPHONE NUMBERS



COMMUNITY SERVICES

Council on Aging	978-887-3591
Town Beach at Stiles Pond-Emergency Only	978-352-7033
Historic Document Center	978-352-2733
Sealer of Weights & Measures	978-887-4101
HAWC (Help for Abused Women & Children)	978-744-8552
Tri-town Council on Youth and Family Services	978-887-6512
Veteran's Agent	978-688-9525

DEPARTMENT OF PUBLIC WORKS (Fax: 352-5558)

Highway Garage	978-352-6555
24 hour contact via the Communications Dept	978-887-8135

EMERGENCY (Police and Fire) **911**

PUBLIC SAFETY (Fax: 978-887-8138

Animal Control Officer	978-887-8136
Communications Department	978-887-8136
Fire Department	978-887-5725
Police Department	978-887-8135

LIBRARY (Fax: 978-887-6352)

Boxford Town Library at Town Hall	978-887-7323

POST OFFICES

East Boxford Village (01921)	978-887-0837
West Boxford Village (01885)	978-352-6632

TOWN HALL OFFICES 978-887-6000

Office of the Selectmen/Town Administrator (Fax: 978-887-5361)	978-887-6740
Accounting/Finance Director (Fax: 978-887-3151)	978-647-6950
Assessor's Office (Fax 978-887-3546)	978-887-6692
Town Clerk (Fax: 978-887-3546)	978-887-0710
Treasurer/Tax Collector (Fax: 978-887-3546)	978-887-3674
Building Inspector (Fax: 978-887-1236)	978-887-6401
Electrical Inspector	978-887-6740
Plumbing Inspector	978-887-6740
Conservation Commission (Fax: 978-887-3466)	978-887-3482
Board of Health (Fax: 978-887-3466)	978-887-2875
Planning Board (Fax: 978-887-3466)	978-887-3482
Animal Inspector (Fax: 978-352-5238)	978-352-6336

SCHOOL DEPARTMENT

Tri-Town School Union (Fax: 978-887-8042)	978-887-0771
Harry Lee Cole School (Fax: 978-887-0703)	978-887-2856
Spofford Pond School (Fax: 978-352-7855)	978-352-8616
Masconomet Regional Middle/High School (Fax: 978-887-3573)	978-887-2323
Superintendent – Masconomet (Fax: 978-887-3573)	978-887-2323
Essex North Shore Agricultural & Technical School	978-304-4700

BOXFORD INFORMATION

THE TOWN OF BOXFORD WAS INCORPORATED ON AUGUST 12, 1685

POPULATION – 8,555
NUMBER OF RESIDENCES (2013) - 2,856
REGISTERED VOTERS – 6,075
AREA - 24.39 square miles
POPULATION DENSITY – 352 Persons per sq. mile
AVERAGE HOUSE VALUE - $590,000
MILES OF ROADS – 96.5
NUMBER OF NAMED STREETS - 180
TAX RATE (FY 2015) – $15.99 per thousand



STATE AND FEDERAL REPRESENTATION

U. S. SENATORS

Elizabeth Warren (D)
United States Senate
2 Russell Courtyard
Washington, D.C. 20510
Tel: (617) 565-3170 (Boston)

Ed Markey (D)
United States Senate
218 Russell Senate Office Building
Washington, D.C. 20510
Phone: 202-224-2742

U. S. CONGRESSMAN

Seth Moulton (D)
U. S. House of Representatives
1408 Longworth House Office Building
Washington, DC 20515
Phone: (202) 225-8020
Fax: (202) 225-5915

6th DISTRICT OFFICE

17 Peabody Square
Peabody, MA 01960
Phone: (978) 531-1669
Fax: (978) 717-5463

GOVERNOR

Charlie Baker (R)
Massachusetts State House, Room 280
Boston, MA 02133
Phone: 617.725.4005
888.870.7770 (in state)
Fax: 617.727.9725
TTY: 617.727.3666

STATE SENATE

(First Essex & Middlesex Districts)
Bruce E. Tarr (R)
State House, Room 308
Boston, MA 02133
Tel: (617) 722-1600

STATE REPRESENTATIVES:

Precinct I
James J. Lyons, Jr.(R) 18th Essex District
State House Room 39
Boston, MA 02133
Tel: (617) 722-2014
Fax: (617 626-0246
Email: james.lyons@mahouse.gov
Home: Andover

Precinct 2 & 3
Lenny Mirra (R)
State House Room 130
Boston, MA 02133
Tel: (617) 722-2130
Fax: (617) 626-0339
Email: Lenny.Mirra@
Home: West Newbury mahouse.gov

VOLUNTEER APPLICATION
TO SERVE ON A TOWN BOARD/COMMITTEE

If you are interested in serving on an appointed town committee, or if you have expertise in an area which you would like to share with a town board or committee, please complete the following and forward to:

Boxford Town Hall

Office of the Selectmen

7A Spofford Road
Boxford, MA 01921
978-887-6000, Ext. 502

Name_____

Address_____

Telephone: Home_____Office_____Fax:_____

COMMITTEE INTEREST:

Brief summary of your background: (you may enclose a separate letter if desired)

THANK YOU FOR YOUR INTEREST IN SERVING THE TOWN

Boxford, Massachusetts
2015 Annual Town Report